



## **Full-Time Assistant Building Engineer (Family Recreation Center)**

Oak Brook Park District

**Contact Name:** Amanda Woods

**Contact E-mail:** awoods@obparks.org

**Contact Phone:** 630-645-9539

**Closing Date:**

**Salary:** \$27-\$31/hour

### **Description:**

The Assistant Building Engineer maintains all Park District facilities, oversees construction trades, plumbing, mechanical, electrical, aquatic systems, and supports preventative maintenance. This role offers the opportunity to work with diverse building systems and contribute to the smooth operation of community facilities.

### **Hours:**

The Assistant Building Engineer is a full-time position working a minimum of 40 hours per week. A typical weekly schedule is Sunday - Thursday 7:00am-3:30pm, with up to 8 hours on Saturday or Sunday as needed.

### **Essential Job Duties:**

- Plan and execute an annual maintenance plan that includes Central Park West, North Concessions Facility and the Maintenance Garage.
- Assist with the inspection, repair, maintenance, and preventive maintenance on mechanical, HVAC, plumbing, electrical, and related systems and equipment across all assigned Park District facilities, and recommendation and coordination of in-house or contracted repairs.
- Inspect, maintain, clean and repair aquatic pumps, motors, piping, pools, slides, spas, pool chemistry systems and all associated components.
- Assist with the maintenance and scheduling of contractors during the Swim Central annual closure.
- Maintain long-term preventive maintenance plan for Swim Central and Splash Island.
- Work with outside contractors to ensure all construction, repair and maintenance specifications are met for all Park District facilities and other facilities/parks as needed.
- Maintain accurate and complete records of preventive maintenance activities.
- Oversee the proper operation, water testing, chemical safety, and mechanical systems in Swim Central and Splash Island in accordance with the State of Illinois and DuPage County Health Department Pool and Spa Codes.

- Assist the Building Engineer and Superintendent of Parks & Maintenance with annual maintenance planning and priority project meeting. Document this meeting on an annual basis, along with a project priority and schedule for each year. Assist the Parks Department with seasonal preparations and annual maintenance of restrooms and concession stand at the North Campus.
- Timely preparation for the seasonal opening, closing, and maintenance of Splash Island.
- Manage and directly perform the organization and care of the department tools and equipment.
- Complete inspections on Park District equipment.
- Communicate effectively with managers and directors.
- Provide input for the preparation of the annual budget for the Aquatics and Facilities Department.
- Ability to read and understand construction drawings and schematics.
- Demonstrate exceptional customer service skills in all communication.
- Focus on welcoming diversity, encouraging inclusion and creating equity for all.
- Support the District's safety initiative including adhering to policies and procedures, performing jobs in a safe manner, attending required training, seeking additional training as needed, training and coaching staff, promptly investigating and reporting accidents/incidents, and proactively addressing hazards in the workplace.

### **Education, Experience & Training:**

- Minimum 4 years of work experience in moderate or advanced facility maintenance, or HVAC, electrical, plumbing, or carpentry trades.
- Must be familiar with aquatic systems and certified as an Aquatic Facility Operator (AFO) or Certified Pool Operator (CPO) within one year of hire. Training will be provided by the Park District.
- Trade/technical school certification or a bachelor's degree in a related field is preferred.
- Valid Illinois State Driver's License is required.
- First Aid, CPR and AED, Confined Space, Respirator, and Scissor Lift training certification is required within six months from date of hire. Training will be provided by the Park District.

### **Benefits Include:**

- Paid Time Off
- Medical, Dental, and Vision Insurance
- Medical and Dependent Care Flexible Spending Accounts Group Term Life & AD&D Insurance
- Voluntary Life Insurance
- IMRF Pension Plan
- Voluntary Long Term Care Insurance
- 457(b) Retirement Savings Plan
- Sick Bank
- Continuing Education Assistance
- Employee Assistance Program
- Central Park Campus Membership for you and your family members living in your household

### **THE OAK BROOK PARK DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER.**

Employment with the Park District is governed on the basis of merit, competence and qualifications and will not be influenced in any manner by race, age, color, sex, religion, veteran status, national origin, sexual orientation, disability or any other legally protected status. Those applicants requiring reasonable accommodation to the application and/or interview process should notify the ADA coordinator, Brian DeWolf, at (630) 645-9527.

**Bilingual Candidates Encouraged to Apply.**

Interested applicants please apply here: **Full-Time Assistant Building Engineer (Family**

**Recreation Center)**