



Evening Custodian

Rolling Meadows Park District

Contact Name: Tiffany Quattrocchi
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Closing Date:
Salary: \$19-\$20 hourly

Description:

JOB SUMMARY: The Building Custodian is directly responsible for the cleaning and maintenance of the Park District buildings and surrounding premises, under the direct supervision of the Custodial Foreman. This is an at-will position. Additional duties include:

- Clean and maintain all District buildings and premises, which include but are not limited to offices, restrooms, classrooms, and common areas, in a neat, orderly, and safe condition.
- Perform custodial duties which include sweeping/mopping floors and stairs; scrubbing, stripping, waxing, and polishing floors/stairs; dusting; cleaning windows; vacuuming or shampooing furniture and floor coverings; cleaning restrooms and fixtures; removing trash; other duties as scheduled by the Custodial Foreman.
- Set up rooms as needed for classes, meetings, and other functions held in District facilities.
- Follow appropriate safety procedures when performing all duties.
- Perform general security duties such as lock/unlock doors, check windows, and turn on/off lights.
- Report unusual circumstances, including security violations, to the Custodial Foreman.
- Inspect area of responsibility for unsafe conditions or safety hazards, which may lead to injury and takes appropriate action to correct the unsafe condition and/or report the unsafe condition to the Custodial Foreman.
- Assist in the removal of yard waste, snow, and ice at the District properties and facilities.
- Uses proper care and maintenance of equipment.
- Perform other duties as assigned.

QUALIFICATIONS: Qualified candidates must be at least 18 years of age with a high school diploma or equivalent. Experience in custodial or related field required. Ability to work weekend and evening hours is required. Must possess a valid Illinois Driver's License and able to provide own transportation. The position requires ability to work in all types of weather conditions, year-round as well as able to use personal protective equipment based on job specific tasks, such as safety goggles/glasses, earplugs and helmets. Must be able to lift at least 50 pounds without assistance/75-100 pounds with mechanical assistance and able to bend/twist/squat/climb/reach frequently.

SCHEDULE & PAY: This is a full-time, non-exempt position. Forty hours per week, Tuesday-Saturday

evenings at Nelson's Sports Ice Arena. The assigned work location is Nelson Sports Complex; however, employees must be available to work at other District facilities and locations as needed to support District operations. Shift hours: 11:00 pm-7:30 am. Desired hiring range is \$19-20/hour, DOQ (dependent on qualifications). Full hiring range for this position is \$15.24 - \$23.39

BENEFITS OFFERED: In exchange for your time and talent, we offer a generous benefit package:

- Medical & Prescription Coverage
- Dental & Vision Coverage
- Life Insurance (basic & voluntary)
- Pension Defined Benefit Plan (IMRF)
- Short & Long Term Disability
- 457 Defined Contribution Plan
- Flexible Spending Account
- Paid Holidays & Vacation Time
- Tuition Reimbursement
- Program discounts

APPLY TODAY!

www.rmparks.org/jobs

Please include Cover Letter and Resume

*Open until filled. If interested, please apply early. Recruiting and interviewing begins early.
The Rolling Meadows Park District is an Equal Opportunity Employer.*