



General Parks Operations

Arlington Heights Park District

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Closing Date:
Salary: \$25.75-\$31/HR DOQ

Description:

Join the parks department and become part of the team that provides opportunities for members of the Arlington Heights community to enjoy the many programs and services available through the Arlington Heights Park District!!

The General Parks – Operations position performs a variety of parks operational assignments. Parks duties may include mowing, athletic fields, trash collection, snow removal, landscaping, tree removals, special events and general maintenance and repair projects. **This is a Tuesday through Saturday position.**

GENERAL PARKS AND PLANNING INFORMATION

The Park District's 714 acres and 22 buildings are maintained by the staff in the Parks and Planning Department. The grounds department maintains the 58 parks with 44 playgrounds with 43 tennis courts, 16 pickleball courts, 21 soccer fields, 42 baseball/softball fields, 24 basketball courts, and 22 miles of paved walking and biking paths. The trades department is dedicated to their trade responsibilities of HVAC, pool maintenance, fleet, electrical, plumbing, and carpentry. While each has their own dedicated responsibilities, they also work together across disciplines to provide quality and efficient service and repairs. Staff work cooperatively alongside the Park Planner and Director of Parks and Planning to deliver fun and safe engineering, design, landscaping, and construction management functions involved in all parks and recreation facilities.

The pay range for this position is \$25.75-\$35.76. The target range for this position is \$25.75-\$31.00 per hour DOQ. The anticipated hiring rate is \$25.75 per hr. with the capability of overtime.

ESSENTIAL JOB DUTIES

- Performs routine park grounds maintenance including trash removal and landscaping.
- Prepares and maintains athletic fields: chalks/lines, grades, sodding, base/goal installation, and drainage.
- Operates trucks, mowers, chain saws, sod cutters, and various hand/power tools as licensed.
- Plants, trims, prunes, waters, fertilizes, mulches, and maintains trees, shrubs, and planting beds.
- Applies fertilizers, pesticides, and herbicides; maintains application records (with proper licensing).
- Maintains playgrounds, safety surfaces, and landscaping equipment.
- Assists with construction and site projects such as excavation, drainage, concrete work, and equipment installation.

- Performs snow and ice removal, including plowing, shoveling, salting, and rink maintenance.
- Paints interior/exterior buildings and park amenities.
- Supports special event setup, takedown, and cleanup.
- Completes inspections, resolves safety issues, maintains clean work areas, and follows all District policies and procedures.
- Attends work regularly and performs all other duties as assigned.

SKILLS AND QUALIFICATIONS

- High school graduate or G.E.D., some experience preferred
- Or, any equivalent combination of education, experience, and training
- Valid Illinois Class "D" Driver's License
- CPR and AED Certification required within six months of employment

BENEFITS WE OFFER

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

- Medical, Dental, and Vision coverage
- Life Insurance (basic & voluntary additional coverage)
- IMRF Defined Benefit Pension
- Short- and Long-Term Disability (IMRF)
- 457 and ROTH 457 Defined Contribution Plans
- Medical and Childcare Flexible Spending Accounts
- Paid Time Off (sick, vacation, and Floating Holidays)
- Childcare discounts
- Tuition Reimbursement
- Parental Leave
- Park District facility and program discounts for employees and their families

AHPD OVERVIEW

The Arlington Heights Park District (AHPD) is one of the most noteworthy park districts in Illinois. Located 25 miles northwest from downtown Chicago, AHPD is the 3rd largest Park District in Cook County and the 12th largest in the State of Illinois. Since 1925, AHPD continues to enrich the community by providing fun, accessible, and impactful recreation and facilities for every age and every season. The District operates five community centers with outdoor pools, two tennis clubs, Lake Arlington, Arlington Ridge Center, two public golf clubs and a driving range, Arlington Heights Historical Museum, Senior Center, 58 parks, 44 playgrounds, 22 miles of jogging and bike trails across 714 acres of land. AHPD is a three-time National Gold Medal Award recipient for excellence in the field of parks and recreation management and an Illinois Distinguished Accredited Agency. *The Arlington Heights Park District commits itself to a cohesive environment to create a mutually respectful, multicultural, and equitable environment.*

All interested candidates apply here - <https://ahpd.bamboohr.com/careers/268>