



Maintenance Worker I - Natural Resources & Facilities

Village of Orland Park

Contact Name: Michael Mazza
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Closing Date:
Salary: \$55,333.68 and \$86,234.73

Description:

MAINTENANCE WORKER I - NRF

VILLAGE OF ORLAND PARK
PUBLIC WORKS DEPARTMENT
NATURAL RESOURCES AND FACILITIES DIVISION

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Opportunity at a Glance

The Natural Resources & Facilities (NRF) department seeks an enthusiastic, hardworking, team oriented, experienced maintenance professional to join our team as a full-time **Maintenance Worker I**.

The Village of Orland Park's Natural Resources & Facilities division seeks an enthusiastic, hardworking, team oriented, experienced maintenance professional to join our team as a full-time Maintenance Worker I. The Village of Orland Park provides and maintains 60 village parks, over 30 miles of trails, 139 athletic fields/courts, and approximately 300 acres of open space acquired through the Village Open Lands of Orland Park program. This equals over 600 acres of park space to meet the needs of residents and visitors of all ages and a variety of interests.

Key Responsibilities

This position is responsible for performing varied skilled and semi-skilled duties in maintenance and construction relative to Village-owned properties, natural resources and equipment including, but not limited to building maintenance, HVAC maintenance, aquatic facility maintenance, forestry, landscaping, horticulture, playground maintenance, and/or general parks maintenance. Work involves performance of duties of routine difficulty and is reviewed by the Operations Manager of the Natural Resources and Facilities Division of the Public Work Department. Under certain conditions, this position may be required to perform duties of maintenance personnel in other classifications.

In addition, this position responds to work orders and internal requests for service in a prompt and

professional manner, demonstrating continuous effort to improve operations, streamline work processes, and works cooperatively and jointly to provide quality, seamless service. Providing a high level of responsiveness and resident inquiries and complaints is a key role of this position.

This position operates light and heavy-duty motor vehicle equipment and tools including, but not limited to, pickup and dump trucks, backhoe, bobcat, front-end loader, tractors, field grooming equipment, roller, sod cutter, compressors, concrete saws, chainsaws, generators, pumps and aerial lifts in a safe and responsible manner.

Performance of general maintenance duties including but not limited to installation, measuring, grading and repair of concrete work; rough carpentry, demo, light plumbing and electrical repairs; environmental control of all Village properties and special event support/set up is essential.

Ordering parts, equipment, material and supplies as required; picking up, transporting and delivering goods and equipment, as well using various technology to track work status and prepare forms and time audits are also duties of this position. This position is required to perform all tasks safely with proper utilization of personal protective equipment (P.P.E). Training new and existing staff in current work methods to ensure conformance with accepted standards and performing other duties as assigned or as may be required.

Qualifications, Knowledge, Skills

This role requires a High School Diploma or G.E.D., along with at least 1-3 years related experience in a Parks, Forestry, Facilities and/or Aquatic Facility environment or other closely related experience. Prior experience with building maintenance and HVAC systems maintenance is highly preferred. Experience and skill in the use of hand tools and in the operation of gasoline and electric powered tools and equipment is required. Prior experience with irrigation systems, horticulture/forestry, and playground equipment is highly preferred. Previous maintenance, landscape or construction experience preferred. Knowledge of construction techniques is also preferred.

Class 'A' Commercial Driver's License with air brake, trailer and tanker endorsements is required within 6 months. Formal HVAC/Building Maintenance training, Certified Playground Safety Inspector (CPSI), ISA Certified Arborist and/or Certified Pool Operator (CPO) certifications are preferred.

In addition, the selected candidate must be able to maintain effective working relationships with others; maintain tact and composure in stressful situations; work within time constraints; work independently; communicate effectively with staff, contractors, outside organizations and the public in face-to-face, one-on-one settings, in group settings and/or using a telephone; follow verbal and written instruction; learn and follow department policies, procedures, rules and regulations; and make decisions in accordance with established policies.

The ability to train and evaluate staff as assigned, review or check the work product of others for conformance standards, and lead others in a specific job is required.

This position requires both strength and endurance. The employee is required to frequently walk, run, crawl, perform overhead work, bend, stoop, kneel, stand, sit, twist, squat, climb, use heavy or vibrating tools. While performing the duties of this job the employee is required to continuously drive. Must be able to lift and carry 50 pounds, and push or pull up to one hundred pounds. The position will be required to occasionally use a respirator.

The employee regularly works outside and is frequently exposed to wet, hot, cold, and/or humid conditions. The employee frequently is exposed to mechanical moving parts as well as various agents and compounds, some of which could give off fumes. The employee is occasionally exposed to vibration or risk of electrical shock.

Hours: Monday - Friday 6:00am-2:00pm. Schedule subject to change during inclement weather in the winter. In addition, must be available for call outs when necessary.

Compensation & Benefits

The Village of Orland Park offers a market competitive total rewards package that includes a base salary range between \$55,333.68 and \$86,234.73, depending on experience and qualifications.

This position is represented by the AFSCME Union and is eligible for the Village of Orland Park's comprehensive employee benefits program which includes medical plan designs offered through Blue Cross Blue Shield of Illinois, dental, vision, life insurance, and an employee wellness program. Retirement benefits through the Illinois Municipal Retirement Fund (IMRF) are provided along with the option to participate in a 457(b) plan with Nationwide. The Village of Orland Park also provides for paid vacation, personal, sick days, and holidays per bargaining agreement.

Interested candidates are encouraged to apply in a timely manner.

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