



Park Maintenance II Trades

Park District of Highland Park

Contact Name: Paulina Martinez

Contact E-mail: pmartinez@pdhp.org

Contact Phone: 847-579-3189

Closing Date:

Salary: \$30.80-\$33.89 per hour

Description:

The Park Maintenance II – Trades position is responsible for inspection, ongoing maintenance, and completion of assigned parks and facility repairs. Responsible for completing daily tasks, as directed by a Parks Manager, and assigned by the Park Maintenance Crew Leader. Based on trades specialty, projects may be assigned and related to electrical, HVAC, plumbing, carpentry, or masonry. Other responsibilities include offering suggestions and recommendations to improve job efficiency and quality, while following Park District policies and procedures, and completing work in the best interests of the district.

Supervisory Responsibilities: May train and provide direction to other full-time, part-time and seasonal employees as assigned.

Essential Duties and Responsibilities

- Based on Trade skill, performs plumbing-related tasks and/or electrical-related tasks, or other specific trade skill in the installing, maintenance, and repair of park and facility systems and components.
- Plumbing-specific trade-task if assigned; maintain and repair field irrigation systems.
- Inspect, repair, construct and clean all park amenities.
- Inspect, repair and painting of all facilities and equipment.
- Install, inspect and repair playground equipment.
- Set up and maintain aquatic areas and activities.
- Maintain all equipment and hand tools used.
- Remove snow from designated parking lots, roads, and sidewalks, driveways and paths.
- Carry out all park labor duties as assigned
- Provide positive customer service to patrons in the parks and general public; including addressing patron concerns.
- Communicate matters of departmental interest or importance to the Park Operations Manager, Parks Landscape Manager or the Park Maintenance Crew Leader in a timely manner.
- Remove and properly dispose of all trash and refuse from park grounds.
- Attend seminars and workshops to provide for professional growth.
- Attend and participate in staff meetings.

- May assist with turf Maintenance- mowing, using walk-behind and riding equipment, fertilizing, seeding, sodding and aerating
- May assist with planting, maintenance and removal of all landscape material including large trees.
- May assist with maintenance of softball and baseball diamonds, soccer and football fields and tennis courts.
- Performs other duties as assigned.

Education and/or Experience: High school diploma or equivalent required. Five (5) years' field experience related to all facets of park and facility maintenance and experience with a trades skill required. Associates degree or professional certification in a building trade (plumbing, HVAC, electrical, carpentry, masonry) preferred. Employee should have the ability to read and interpret sketches and blueprints and read and follow manuals and operating instructions.

Required Skills/Abilities:

- Use of grounds equipment, including, but not limited to, tractors, loaders, trucks, chainsaws, hand-operated pesticide applications equipment, lifts, woodchippers, snowblowers, power and hand tools.
- Ability to work independently and manage time efficiently
- Strong analytical and problem-solving skills
- Strong attention to detail
- Ability to be flexible and learn new tasks.
- Ability to work independently
- American Red Cross CPR/AED Certification
- Valid driver's license
- Ability to obtain Playground Safety Inspector Certification

Schedule: M-F 6:30 AM - 3:00 PM

Wage Range: \$30.80-\$33.89 per hour

Classification: Full-time, non-exempt

Physical Requirements: The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job. While performing the duties of this job, the employee is regularly required to stand, walk, sit, bend, twist, squat and use hands to finger, handle, grasp, manipulate or feel; reach, push or pull with hands and arms; climb or balance; stoop, kneel, crouch or crawl; and talk, see, and hear. The employee is occasionally required to sit and taste or smell. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus.

Working Conditions: The physical environment requires the employee to regularly work in outside weather conditions to be exposed to hot and humid weather, wet conditions, and cold temperatures. The employee is frequently exposed to moving mechanical parts, fumes or airborne particles and vibration. Employee

will perform heavy manual labor. The employee is occasionally exposed to high, precarious places, toxic or caustic chemicals and risk of electric shock. The noise level in the work environment is occasionally loud.

Benefits:

- Medical Insurance (Blue Cross Blue Shield HMO or PPO)
- Dental Insurance
- Vision Insurance
- 4 Weeks Paid Maternity/Paternity Leave
- Company Paid Group Term Life Insurance
- Voluntary Supplemental Life Insurance
- Pension/Benefit Plan (IMRF)
- Deferred Compensation Plans
- Flexible Spending Accounts (Health and Dependent Care)
- Ten (10) Paid Federal Holidays
- Paid Vacation
- Three (3) Floating Holidays
- Twelve (12) Paid Sick Days
- Incentivized Wellness Program
- Health & Fitness Membership
- Outdoor Pool Membership and Seasonal Beach Access
- Program and Facility Discounts on a variety of recreational activities including Golf, Racquet Sports, and Ice Skating.

The Park District of Highland Park is an Equal Opportunity Employer

Apply at: Park Maintenance II Trades