



Mechanic

Homewood-Flossmoor Park District

Contact Name: Patrick McAneney
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Contact Phone: 708-957-0280
Closing Date: 2026-10-28
Salary: \$63,855.00 - \$79,818.00

Description:

JOB SUMMARY: Under the direction of the Superintendent of Parks and Planning, Mechanic will maintain all park vehicles and equipment. The Mechanic handles the automotive and landscape vehicle repair and maintenance activities of the Park District. The work is highly skilled, involving responsibility for efficient performance of a variety of automotive repair and machinist tasks. They will work with crews in the field as needed. The H-F Park District's mission statement is "to enhance the quality of life through diverse recreational opportunities, facilities and parks while caring for the environment".

QUALIFICATIONS: Possesses comprehensive expertise in automotive and hydraulic system mechanics, including advanced diagnostic and repair techniques. Demonstrates a strong understanding of automotive parts, tools, and equipment, as well as a solid grasp of business and administrative practices relevant to effective garage and fleet management. Exhibits mechanical aptitude and a thorough awareness of safety protocols and regulatory compliance specific to vehicle maintenance environments. Capable of efficiently planning, organizing, and scheduling maintenance and repair operations to ensure the continuous functionality and reliability of Park District motor equipment. Brings persistence, innovative problem-solving, integrity, professionalism, tact, and courtesy to all aspects of the role.

ESSENTIAL JOB RESPONSIBILITIES:

- Provide outstanding customer service to our internal and external guests by providing friendly, responsive, courteous and helpful service.
- Performs routine vehicle, equipment, and trailer maintenance.
- Performs and inspects the repair of all automotive equipment and landscape vehicles.
- Performs small engine repair maintenance on district equipment.
- Manages and carries out preventative maintenance on all district vehicles and equipment.
- Supervises and maintains fleet stock and requisitions supplies and equipment.
- Determines extent of repairs to be made to automotive equipment and landscape vehicles.
- Performs major system repairs to be made to automotive equipment and landscape vehicles.
- Diagnoses and repair driveline and chassis for district vehicles, equipment and trailers.
- Oversees state Inspection of Park District owned vehicles and equipment.
- Direct welding operations and the fabrication of parts and special equipment.

- Determines tests to be done on repaired equipment.
- Executes any type of automotive and landscape vehicle repair and maintenance work in accordance with approved regulations, prescribed drawings, specifications, rough sketches or oral instructions.
- Select proper material and equipment for the work at hand.
- Estimate equipment and material needs for automotive and landscape vehicle repair and maintenance work.
- Maintains records of work performed on Park District automotive and landscape vehicles.
- Plows snow from park walks, drives, and lots.
- Applies salt to district walks, drives and lots.
- Conducts staff training on proper equipment and vehicle use and maintenance.
- Always keep safety a top priority for patrons and employees.
- Works Park District special events as needed.
- If a major event occurs that limits park district operations or forces a Park District shut down and restricts employees from performing their normal job duties, they may be assigned to duties outside of their job description as warranted by the situation.
- Assists in fulfilling the agency's mission, vision, and strategic plan, including attending any related meetings or performing any related job duties.
- Work side by side and assist crews as needed.
- Maintain positive public relations.
- Seek, interpret, and implement input from the public.
- Continue education on contemporary issues, trends, procedures, and techniques.
- Requisition necessary supplies, equipment or other specialized or general services needed to perform tasks efficiently and without delay.
- Conduct in-service training programs.
- Follow, administer, and implement Homewood-Flossmoor Park District policies and guidelines.
- Does general work around the shop as required.
- Keeps tools and equipment in usable condition.
- Assists with annual budget and capital items (vehicle/equipment replacement).
- Other related job duties as assigned.

COGNITIVE SKILLS REQUIRED:

- Must be able to read, write, and organize materials.
- Must have the ability to work in teams and independently.
- Must be able to troubleshoot and solve problems in the best interest of the Park District.
- Must be a self-starter, able to work with minimal supervision.
- Must show good safety awareness and judgment.

JOB SKILLS AND QUALIFICATION:

- Hands-on experience in the operation and maintenance of trucks, tractors and related accessories.

EDUCATION AND TRAINING:

- High School graduate required.
- B.S. Degree in park maintenance or related field desired.
- Three to five years of experience in work related to automotive and small engines.
- Valid Illinois driver's license required.

PHYSICAL REQUIREMENTS:

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| STANDING: | Frequently |
| SITTING: | Frequently |

WALKING: Frequently
LIFTING: Frequently, under 50 lbs. / 75 lbs. with assistance
STOOPING: Frequently
REACHING: Occasionally
CLIMBING: Occasionally
VERBAL: Proficient in communicating needs
VISION: Yes, to complete job tasks.
WEATHER: Must work in heat, sun, rain, or cold.
EXPOSURE: Yes, to chemicals and exhaust fumes (wear a respirator if necessary).

HOURS:

It is essential to be regularly available during standard business hours and periodically during all hours of operation of the Parks Department to meet with staff, citizens, vendors and others.