Park Maintenance Custodian (Union AFSME Grade 9)

Village of Romeoville

Contact Name: Kelly Rajzer
Contact E-mail: krajzer@romeoville.org
Contact Phone: 815-886-6222
Closing Date:
Salary: $53,972.96

Description:
Park Maintenance Custodian (Union AFSME Grade 9)

The Village of Romeoville is seeking a Park Maintenance Custodian (AFSCME Grade 9) to work in the Parks and Recreation Department. The purpose of this position is to perform a variety of tasks within the Park Maintenance Division of the Village of Romeoville. This position will be responsible for parks, recreation facilities, grounds maintenance, athletic facilities maintenance, special event set-up, restroom facility upkeep, and the other day-to day maintenance of the parks. Work involves considerable manual labor and the use of hand tools and powered equipment such as: gas weed eaters, rider mowers, tractors, snow blowers, dump trucks, tree chipper, chain saws, snowplows, powered hand tools such as saws, drills, and sanders. Work is performed according to an established schedule and in conformance with the standard operating procedures.

Hours
This is a full time year-round hourly position. Working scheduled hours are Monday through Friday from 7:00am – 3:30pm. Nights and weekend work are also as part of on-call rotation. This position is also required to work and assist with special events, snow rotation and light checks as needed. Call back hours may also be required in an emergency situations.

Essential Duties and Responsibilities
The follow duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned including requirement of a valid Illinois driver's license.

Clean parks and facilities.
Remove weeds, restore mulch in beds, and plants flowers.
Perform landscaping duties such as string trimming.
Pick up litter from all parks and grounds areas and empty garbage receptacles.
Open, close, and maintain restroom and concession facilities.
Outdoor field maintenance including softball/baseball fields, football fields, soccer fields and other required athletic assignments.
Maintain skills and knowledge in the execution of proper and safe work techniques.

Performs minor park equipment repairs such as tightening of fasteners, repairing swings, and other essential equipment repairs.
Rake and restore playground safety surfacing.
Other duties may be required and assigned.
Remove snow and ice from sidewalks and entryways and apply snow-melting materials as needed.
Assist Department as scheduled with parking lot snow removal by driving/operating snowplow.
May be required to work evenings and weekends.
Actively maintain proper and required certifications and licenses necessary to fulfill job.
Other duties may be required and assigned.

Additional Tasks and Responsibilities
While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.
While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and will also be performed by other unit members.
Have knowledge of safety procedures.
Snow removal from facility walkways.
Assignments inside the Recreation Center.
Able to make and or accept deliveries as needed.
Perform all other duties as assigned.

Minimum Training and Experience Required to Perform Job Functions
Any combination of experience and training which demonstrates the knowledge and experience to perform park maintenance duties.

Working knowledge of landscaping and turf management procedures.
Requires the ability to lift heavy objects, walk, and stand for long periods of time.
Must be familiar with a variety of athletic field dimensions and conditions and experience with athletic field maintenance preferred.
Such responsibilities include, truck plowing, manual shoveling, snowblower operating, snow removal via small equipment and salting hard surfaces.
Demonstrate knowledge and ability to make plumbing, electrical, painting, masonry, carpet installations and repairs.
Must be skilled in the safe use of tools, materials and equipment.
Must have working knowledge of playground maintenance.
Must have a valid Illinois driver's license.
Possess a High School diploma or GED.
Must obtain Illinois Pesticide Sprayer license within 9 months of hire date.
Must have a minimum of 1-year experience with several snow removal responsibilities.
Must have a minimum of 1-year experience with the operation of dump trucks, pickup trucks and the pulling of trailers.
CPR and AED Certification within six months of employment.

Working knowledge of equipment, materials and supplies used in park maintenance; working knowledge of equipment and supplies used to do minor repairs.
Requires skill in operation of tools and equipment pertinent to position.

Physical and Mental Abilities Required to Perform Essential Job Functions
Requires the ability to communicate orally and in writing.
Requires the ability to understand and follow written and oral instructions.
Requires the ability to establish effective working relationships within the department.

Requires the ability to communicate orally and in writing with Village employees, job applicants, Village officials, law enforcement, and the general public.
Requires the ability to comprehend instructions and park drawings.

Mathematical Ability

Requires the ability to perform addition, subtraction, multiplication, and division; calculate percentages and decimals. May require the ability to perform mathematical operations with fractions, ratios and proportions; calculate surface areas.

Judgment and Situational Reasoning Ability

Requires the ability to work independently and to complete daily activities according to the work schedule.

Physical Requirements

The physical demands 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.
While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee is frequently required to stand, walk, and use hands to finger, handle, feel, or operate objects, tools, or controls.

The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl, and talk or hear.
The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this include close vision and the ability to adjust focus.

Environmental Adaptability
The work environment characteristics described here are representative of the type that employees will encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts. The employee occasionally works in high, precarious places and is occasionally exposed to hot, cold, wet and/or humid conditions, fumes or airborne particles, and toxic chemicals. The employee is occasionally exposed to risk of electric shock.

The noise level in the work environment can be loud when working near certain equipment and certain situations.

The Village of Romeoville is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.

This is a full-time, AFSCME Grade 9 union position with excellent benefits including IMRF pension. Salary range is $53,972.96 - $74,570.10.

Questions? Contact Kelly Rajzer, Director of Parks and Recreation, at 815-886-6222 or email at krajzer@romeoville.org with any questions.

Submit resumes to Kelly Rajzer at krajzer@romeoville.org or 900 W. Romeo Rd., Romeoville, IL 60446. Resumes must accompany a full application with the Village of Romeoville which can be filled out at https://www.romeoville.org/FormCenter/Administration-8/Application-for-Employment-99