



## **Parks Maintenance II**

### Woodridge Park District

**Contact Name:** Connie Curry

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**Closing Date:**

**Salary:** \$45,000-67,500 Depending on Qualifications

#### **Description:**

Do you love to work in a great community? Then the Woodridge Park District located in Woodridge, Illinois is for you! We have an opening for a full-time Park Maintenance II staff member. As a five time Illinois Distinguished & Accredited Agency Award recipient, the Woodridge Park District serves approximately 35,500 residents with 690 acres of parks and sites offering over 1,000 programs each year. A person in this role is responsible for performing general maintenance for the Park District. General maintenance consists of but is not limited to, the care and repair of landscaping, turf, trees, buildings, vehicles, and equipment. Maintenance - Level 2 staff will also assist the Parks Operations Manager with implementation of maintenance/construction projects. Normal hours worked are Monday-Friday from 7:00am-3:30pm. Occasionally hours will be on nights and weekends for special events, snow removal, or on call rotations. We have a great benefit package which includes medical, dental, vision, life insurance, 10 paid holidays, vacation, sick, personnel time, and alternative work schedule availability. A complete job description is available upon request.

#### **Essential Duties and Responsibilities:**

To perform this job successfully, an individual must be able to perform each essential duty and responsibility satisfactorily and demonstrate the District's core competencies consisting of adaptability/flexibility, dependability, initiative/productivity, integrity/ethics, interpersonal skills, job knowledge, personal organization, quality, situational resolution, and teamwork/being a team player. Essential duties include but are not limited to:

- \* Operate assigned Park District vehicles and motorized equipment.
- \* Operate equipment including but not limited to mowers (comparable to a 580 Toro mower), weed eaters, power washers, blowers and other miscellaneous power equipment as directed.
- \* Perform general horticultural practice of plant material in include maintenance, installation and removal.
- \* Operate tractors and riding/walk-behind mowers to mow and trim turf
- \* Perform general maintenance functions as assigned for parks, buildings, facilities, and park site furnishings/equipment.
- \* Oversee part-time seasonal workers and special work crews as assigned.

- \* Generate new ideas to improve maintenance operational efficiencies, reduce maintenance costs, improve safety and improve access to parks and recreation services.
- \* Develop and exercises safe work habits to prevent injuries and conserve material resources.
- \* Visually inspect and remove all safety hazards, garbage and refuse materials from parks and playgrounds, regardless of assigned task. If unable to do so, immediately notify supervisor of conditions.
- \* Obey the practical safety rules, regulations, and procedures established by the loss control program that is pertinent to the activities conducted by the department.
- \* Assist in the setting up, operation and taking down and other maintenance duties of special events.

A complete job description is available upon request.

### **Qualifications:**

- Minimum of a high school degree or equivalent required.
- Basic understanding of tools, turf, and equipment maintenance.
- Basic skills in electric, carpentry, and plumbing.
- Knowledge of and the ability to maintain and care for turf, trees, buildings (interior & exterior components/systems), vehicles, equipment, and the repair of same.
- Knowledge of construction techniques including: plumbing, carpentry, electricity and the ability to use this in implementation and supervision of construction projects.
- Strong leadership skills and the ability to oversee seasonal part-time department employees.
- Ability to operate heavy equipment including, but not limited to: tractors, end loaders, backhoe, and large mowers.
- Ability to observe and report safety hazards.
- Ability to interact positively and effectively with residents, cooperating agencies, and Park District employees.
- Ability to identify and respond quickly to emergency situations.
- Ability to effectively problem solve and adapt to change.
- Able to work in inside environmental conditions as well as outside environmental conditions which may include varying weather conditions and extreme temperatures.

### **Attributes:**

We are seeking dedicated individuals who are self-sufficient, strive for excellence and are very people oriented; able to think creatively; have strong written & oral communication skills; are detailed oriented and able to problem solve in unexpected situations.

To apply please follow this link:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=68581&clientkey=5B8237E265A8F604D9F7D6B514B96B92>