

# Lan-Oak Park District



## *Job Announcement*

<b>Job Title:</b>	Park Maintenance	<b>Job Category:</b>	
<b>Department/Group:</b>	Maintenance	<b>Job Code/ Req#:</b>	
<b>Location:</b>	Maintenance Garage 17551 Chicago Avenue	<b>Travel Required:</b>	Minimal - Local
<b>Level/Salary Range:</b>	\$14.50 / hour	<b>Position Type:</b>	Full-Time (Benefits eligible)
<b>HR Contact:</b>	Michelle M. Havran	<b>Date Posted:</b>	June 23, 2021
<b>Will Train Applicant(s):</b>	Will Train Applicant(s)	<b>Posting Expires:</b>	When Filled

### Applications Accepted By:

#### IN-PERSON, FAX, EMAIL:

708-474-8520 (Fax)  
2550 178<sup>th</sup> Street, Lansing (In-Person)  
[mhavran@lanoakparkdistrict.org](mailto:mhavran@lanoakparkdistrict.org) (Email)

#### MAIL:

Michelle M. Havran  
Lan-Oak Park District  
2550 178<sup>th</sup> Street  
Lansing, Illinois 60438

### Job Description

Under the direct supervision of the Park Foreman and the Superintendent of Parks & Maintenance the primary duty of the full-time maintenance is to perform skilled and semiskilled labor in connection with the maintenance and development of parks and all of its facilities.

#### QUALIFICATIONS

- Ability to communicate with the stakeholders, park and facility users and to adequately represent the program operations and policies of the Lan-Oak Park District.

#### SPECIAL REQUIREMENTS

- A valid driver's license.
- An applicators license for pesticides is desired. Not required.
- Work hours will be constant for the most part. Weekends are required for certain times of the year. Additional hours maybe required during various times throughout the year and special events.

#### ESSENTIAL FUNCTION

- Perform all job tasks within the rules and guidelines of the districts safety program.
- Ability to perform duties in the medium heavy work level, lifting up to at least seventy-five (75) pounds. Other physical movements of the job would include but not limited to stooping, climbing ladders, bending, walking on different levels of terrain.
- Ability to use a variety of hand and power tools.

- Ability to use a variety of commercial landscape equipment.
- Ability to read, write and see the job task being performed and there will be extended periods where standing and or sitting is required.

**ENVIRONMENTAL CONSIDERTIONS**

- The full time laborers will be exposed to weather conditions, including extreme heat and cold, snow, rain and ice.
- Activities performed indoors, the full time laborers will be exposed to normal building environment situation, i.e. lighting, temperature, etc.
- The full time laborers will also be exposed to various chemicals, I. e. fertilizers, weed killers, pool chemicals, cleaning agents and fuels.

**DUTIES**

- Responsible for performing a variety of tasks in grounds maintenance, beautification, building maintenance and repairs to maintain the parks and facilities in a safe and clean condition.
- Carries out assigned duties as they relate to the general and specific maintenance, construction and development of areas and facilities as noted above, which includes raking and collection of leaves, paper, and rubbish: shoveling and removal of snow: mowing parks with a hand or small to large power mower.
- Implement Lan-Oak Park District rules & regulations and personnel policies.
- Implement all facility and park safety procedures and guidelines.
- Performs other duties as may be assigned by the Superintendent of Parks & Maintenance.

**EDUCATION AND EXPERIENCE**

- High school diploma or G.E.D. equivalent