



## **JOB NOTICE**

### **Park & Building Maintenance**

#### **Full-Time**

The Lan-Oak Park District is seeking a qualified applicant to join our Parks Maintenance team as a Park & Building Maintenance Laborer. This is an excellent opportunity for an experienced professional to utilize their skills in a team environment to make a positive impact on the community.

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

The Park Maintenance Laborer is responsible for performing a wide variety of park and facility general labor duties, including but not limited to; landscaping, snow removal, mowing turf grass, weeding, athletic fields, courts, playgrounds, trails, buildings and facilities. Garbage removal in parks, limited custodial duties, operate and care for vehicles and equipment, painting, construction and other duties as assigned. Organize necessary records, follow written and verbal instruction and have the ability to effectively work together with others in a team-oriented environment.

#### **Hours:**

This is a full-time position working 40 hours per week. This position may require non-traditional work hours at various times throughout the year and/or season. A typical schedule is five weekdays from 7:00 a.m. – 3:30 p.m. Seasonal typical schedule is four weekdays plus a Saturday or Sunday from 7:00 a.m. – 3:30 p.m. Work may include evenings, weekends and holidays on occasion along with assisting with special events throughout the year. Overtime will be required as needed.

#### **Minimum Requirements:**

High School graduate or equivalent.

3 years' experience in related field of landscape, sports field maintenance, property and/or facility maintenance, one-year experience preferred with snowplow operations, or any equivalent combination of education, experience and training which provides the required knowledge, skills and abilities.

Additional knowledge in the trades or small engine repair a plus.

Must have a Valid State of Illinois Driver's License.

Illinois Pesticide Application license or ability to obtain within 12 months of hire.

Certified Pool/Spa Operator or ability to obtain certification within 6 months of hire.

Ability to operate all forms of light and heavy maintenance equipment

Must be able to lift 50 pounds and perform manual labor with varying degrees of physical exertion.

Must be able to prioritize and follow/carry out a variety of assignments. Able to work and complete assignments with minimal supervision.

**Benefits & Wages:**

The Park Maintenance Laborer is a full-time, full-benefited, non-exempt position. This position is eligible for medical, dental, vision and life insurance coverage, paid vacation, personal days, holidays and sick time, as well as participation in the Illinois Municipal Retirement Fund Pension (IMRF).

The pay range for this position is \$19.00 - \$20.00 per hour, dependent on qualifications.

Employment contingent upon successful criminal background check and pre-employment physical.

**Environment:**

Lan-Oak Park District serves the community of Lansing, IL, with a population of 28,000+. The park district offers 18 parks, a 3.25-mile bike path, multiple athletic fields and courts, a nature center, a concrete molded skate park and BMX pump track, dog park, outdoor basketball facility (under construction), a 60,000 square foot community center with a two-court gymnasium, gymnastics gym, full-service fitness center, 25-yard indoor pool, educational preschool, and multiple program rooms. Administrative and supervisor offices are housed in the community center.

**Application:**

Apply by sending a resume to: [mhavran@lanoakparkdistrict.org](mailto:mhavran@lanoakparkdistrict.org)

**Application Deadline:**

Applications are being accepted until the position is filled.

We are an Equal Opportunity Employer seeking a talented and diverse workforce.

**Lan-Oak Park District Contact**

Michelle Havran  
[mhavran@lanoakparkdistrict.org](mailto:mhavran@lanoakparkdistrict.org)

**Closing Date** Open Until Filled