

Grayslake Park District  
240 Commerce Drive  
Grayslake, IL 60030  
(847) 223-7529  
[www.glpd.com](http://www.glpd.com)



## **Grayslake Community Park District**

### **Park Maintenance Laborer**

#### **Job Description:**

##### **Summary:**

The Grayslake Community Park District is seeking a qualified applicant to join our Parks Maintenance team as a Park 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.

##### **Work Location**

Grayslake Maintenance Building, 170 Commerce Dr., Grayslake, IL

##### **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. Another 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.

##### **Essential Duties & 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, maintaining golf course, 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.

##### **Non-Essential Functions:**

- Perform related job duties as assigned
- Attend meetings, as assigned

##### **Education/Experience:**

- High school diploma or equivalent
- 1 – 2 years of experience in related field of landscape, sports field maintenance, property and/or facility maintenance, one-year experience preferred with snow plow operations, or any equivalent combination of education, experience and training which provides the required knowledge, skills and abilities. Additional knowledge in golf course maintenance and/or the trades or small engine repair a plus.

**Knowledge Skills and Abilities:**

- Capacity to work in a year-round position with possible weekend hours
- Ability to manage a variety of tasks/situations at one time and meet schedules and deadlines
- Ability to be patient and courteous
- Ability to communicate both orally and in writing
- Ability to apply common sense and exercise good judgement in solving problems
- Know how to work well with others, and understand how to be a team player

**Necessary Special Requirements:**

- First Aid/CPR/AED certification within six months of employment

**Minimum Requirements:**

- Must have a Valid State of Illinois Driver's License and be at least 18 years old.
- Illinois Pesticide Application license or ability to obtain within 12 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 \$20.00 - \$24.00 per hour, dependent on qualifications.
- Employment contingent upon successful criminal background check, pre-employment drug screen and physical.

**Application Deadline:**

Open Until Filled

**To Apply:**

Download an application at [www.glpd.com/employment](http://www.glpd.com/employment). Please send the completed application, resume, and cover letter to [bmuhr@glpd.com](mailto:bmuhr@glpd.com).

**Questions:**

Contact Superintendent of Parks Brett Muhr at [bmuhr@glpd.com](mailto:bmuhr@glpd.com) call (847) 223-7440.