



## **Wildwood Park District Seasonal Maintenance Crew**

**Department:** Maintenance  
**Position Title:** Part-Time Seasonal Maintenance Crew  
**Location:** Maintenance Facility 17900 W. Fairfield Road Wildwood, IL 60030  
**Reporting Authority:** Maintenance Supervisor  
**FLSA Status:** FLSA Non-Exempt  
**Classification:** Part-Time Seasonal  
**Rate of Pay:** \$16.50 Per Hour  
**Hours:** Part-time 20-30 hours per week May-September. Other dates as needed

The seasonal Maintenance Crew Member is responsible for assisting the Maintenance Supervisor with the upkeep of District parks and facilities.

### **Qualifications Required:**

- Over 18 years old
- High School Diploma or GED equivalent required
- Good driving record/Must pass Driver Abstract
- Must be able to operate trucks, mowers, and other small engine equipment
- Must be able to speak and read English
- Must pass drug test/physical and be CPR/AED/First Aid Certified upon hire

### **Essential Functions:**

***The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.***

- Complete daily park clean up as needed.
- Raking and cleaning of beaches and boat ramps.
- Mow and edge turf. Blow hard surfaces.
- Trim trees, bushes, shrubbery and plantings.
- Maintain flower beds including weeding as needed.
- Paint/stain various pieces of equipment.
- Sustain clean Park District buildings.
- Safely use equipment utilizing safety gear.
- Properly complete "Daily High Frequency Inspection Forms". Correcting and documenting unsafe conditions immediately, with a sense of urgency, or by requesting support when deemed necessary, in a timely manner.
- Drive vehicles in a safe manner, obeying all rules of the road. Basic mechanical knowledge.
- Maintain equipment and complete an end of the season inventory.
- Complete set-up and take-down of equipment for all district programs and events as needed.

- Report all accidents and injuries immediately. Complete written accident forms as needed and submit immediately.
- Attend all staff meetings and in-service trainings.
- Perform duties in a safe manner.
- Maintain a safe and clean work area. Inspect sites and building on a regular basis with safety in mind.
- Administer first aid as needed.
- Report any work-related or patron injuries to supervisor promptly.
- Correct unsafe conditions and/or report them to supervisor.

#### **Physical Demands**

- Requires walking, standing, balancing, stooping, kneeling, crouching, and reaching.
- Requires heavy lifting (up to 70 lbs).
- Vision abilities required include close vision, distance vision and depth perception.

#### **Work Environment**

- Employee general work area is outdoors, in a smoke free environment. Conditions including working in direct sunlight, working in extreme temperatures and rain. The employee is occasionally exposed to gasoline, oil, cleaning chemicals, dirt, dust, pollen, odors, and noise extremes.

#### **For More Information:**

Please send resumes to Maintenance Supervisor Michael Dykes at [maintenance@wildwoodparkdistrict.com](mailto:maintenance@wildwoodparkdistrict.com) along with a completed application.

To visit our website employment page and download an application and the job posting please visit: [www.wildwoodparkdistrict.com](http://www.wildwoodparkdistrict.com) under "About Us" and "Employment Opportunities".

Please direct any other questions to [info@wildwoodparkdistrict.com](mailto:info@wildwoodparkdistrict.com) or call us at 847.223.7275

*The Wildwood Park District is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Board will provide reasonable accommodation to qualified individuals with disabilities.*