

JOB ANNOUNCEMENT

Job Title:	Tradesperson
Department:	Park Services
Salary:	\$22.50 - \$29.00/hour DOQ
Benefits:	Insurance, IMRF, Paid Time Off, additional benefits
Closing Date:	Open until position filled

This is a year-round full-time position, working a minimum of 40 hours per week with overtime determined by the needs of the Park District. This position reports to the Director of Park Services and is under the direction of the Lead Tradesperson.

Responsibilities include but are not limited to:

- Troubleshoot, repair and maintain the electrical, mechanical and plumbing systems of the Park District.
- Assist in operation and maintenance of the Park District pools.
- Perform emergency repairs in the field as needed.
- Assist in the performance of other park services related maintenance as needed.

The qualified individual:

Would have a degree or accredited certifications in the mechanical, electrical and/or plumbing industry is preferred. Would have a minimum of two years' experience working within the mechanical, electrical or plumbing trades. Must have/obtain Class C driver's license, CPR certification and CPO (Certified Pool Operator) license within 3 months of hire. Must be flexible and have the ability to work evenings and weekend hours as needed.

For consideration contact:

Ken Tondini at 815-838-5016 ext. 450 or ktondini@lockportpark.org

Lockport Township Park District Job Description – Tradesperson

Summary:

The Tradesperson is responsible for the efficient operations of all mechanical, electrical, and plumbing related systems within the park district's inventory. The Tradesperson is a full-time position working an average of 40 hours per week and requires a flexible work schedule including nights, weekends and holidays as determined by the needs of the District.

Fair Labor Standards Act: Non-Exempt

Qualifications:

High School Graduate. Degree or accredited certification from mechanical, electrical and/or plumbing industry is preferred. Minimum of two years' experience working within the mechanical, electrical and plumbing trades. Must have valid State of Illinois Class "C" Driver's License. CPR Certified.

Immediate Supervisor:

The Tradesperson is responsible to the Director of Park Services.

Essential Functions:

1. Troubleshoots, repairs and maintains the electrical, mechanical and plumbing systems of the Park District.
2. Coordinate all work order requests as they are received.
3. Address all work in an efficient and time sensitive manner
4. Develop and implement a preventative maintenance schedule.
5. Insure that all repair tools and machinery are kept in good working condition.
6. Perform emergency repairs in the field as needed.
7. Maintain inventory of all parts and supplies.
8. Purchase parts and supplies needed in accordance with policy.
9. Coordinate contractual repairs.
10. Conduct mechanical inspection reports on a timely basis.
11. Maintain records of work completed.
12. Responsible for shop area and vehicle general maintenance.
13. Insure that all work is conducted in accordance with code and safety measures.
14. Prepare necessary administrative reports.
15. Recommend replacement of mechanical, electrical and plumbing equipment and systems
16. Recommend cost saving measures.
17. Assist in the performance of other park services related maintenance as needed.
18. Assist with the training of park services employees in equipment operation.
19. Perform all other duties as assigned.

Psychological Considerations:

The Tradesperson may feel stress from being held responsible for the general upkeep of the Park District's mechanical, electrical and plumbing systems. The Tradesperson must resolve differences and problems that arise.

Environmental Considerations:

May be exposed to the elements when working outdoors. Work will be a combination of indoor and outdoor activities. Conditions include lighting, heat, humidity, exhaust fumes, hazardous materials and chemicals.

Physiological Considerations:

May be required to sit, stand or lay in a prone position for extended periods of time. Must be able to lift medium to moderately heavy objects.

Cognitive Considerations:

The Tradesperson must exhibit good problem solving ability and good judgement in keeping with the mission of the Park District.