



Clark County Park District
20482 N. Park Entrance Road, Marshall, IL 62441

Maintenance Staff

Summary:

The Maintenance Staff is responsible for performing a variety of duties to maintain and/or repair park properties and equipment. Maintenance workers perform at a moderate, constant pace, but may vary slightly depending on the demands of the job required. This is a part time seasonal position, shift work with fluctuating hours with the possibility of up to 40 hours per week during the busy season. Weekend and Holiday availability is required.

Qualifications:

- High school diploma or equivalent preferred but not mandatory.
- Basic knowledge in grounds maintenance is required.
- Valid Illinois Driver's License.
- Ability to work with others on a team and with Special Events as needed.

Supervision:

The Maintenance Staff is directly responsible to the Maintenance Supervisor and the Executive Director.

Essential Functions:

1. Operations of park vehicles.
2. General road repair (i.e. asphalt patching, and gravel road maintenance.)
3. Maintaining Park District Lawns (i.e. mowing, weed eating, fertilizing, and seeding),
4. Planting and trimming trees and shrubs.
5. Repairing and painting park and playground equipment.
6. Removing all garbage and refuse material from park and playgrounds.
7. Monthly inspections on all park district vehicles, equipment, and machinery.
8. Observe and obey all "Safety Rules and Regulations", and strive to be an essential member of the Safety Team.
9. All other duties as assigned.

Psychological, Physiological Environment, Cognitive Considerations:

- Assisting with landscape and horticulture tasks.
- Carpentry knowledge may be required for the upkeep of parks and playgrounds.

- Assisting with repair of park buildings, roofs, windows, and electrical and plumbing work.
- Snow removal from park walks and driveways.
- Must be able to work under pressure with frequent interruptions while meeting deadlines for various tasks.
- Must be able to resolve differences and problems with the public, vendors, and employees in a pleasant manner.
- Must be able to work Shift Work.
- Worker must be able to stand for long periods of time.
- May be required to lift heavy objects, mechanical or manual assists must be used.
- Workers must be self-starters and capable of working without constant supervision.
- Must be able to work weekends and holidays.
- Work is exposed to various chemicals (i.e. fertilizers, weed killers, and cleaning supplies).
- Worker is exposed to outside conditions 90% of the time, including extreme temperature and weather variances.
- Protective clothing is mandatory as outlined in the “Personal Protective Equipment Policy”.