

February 7, 2020

SEASONAL MAINTENANCE-ATHLETIC FIELDS

PUBLIC WORKS DEPARTMENT

The Village of Lincolnshire is accepting applications for the position of a Seasonal Maintenance-Athletic Fields in the Public Works Department. This position will be reporting to the North Park Athletic Facility M-F from 6:30am-3pm and will work under the general direction of the Field Maintenance Foreman.

Duties and Responsibilities include: baseball field set-up and maintenance, soccer field set-up and maintenance, mowing, tree pruning, garbage/trash removal, building maintenance, restroom maintenance, trail maintenance, small tree removals and general landscape related maintenance. This position may be asked to assist with special events as needed.

Minimum qualifications include: 1-2 years' experience in athletic field maintenance and/or parks and landscape maintenance, a High School diploma or G.E.D and possession of a Class D Driver's License.

The salary range for this position is \$15 per hour +/- dependent upon qualifications.

Applications will be accepted until the position is filled. Application should be submitted to Leslie Ulibarri at lulibbarri@lincolnshireil.gov . For a complete job description and application, visit the Village's website at www.lincolnshireil.gov and click on the "I want to" then click the "Employment and Volunteer Opportunities" button.

The Village of Lincolnshire is an equal opportunity employer.

PLEASE POST



VILLAGE OF LINCOLNSHIRE

VILLAGE OF LINCOLNSHIRE Job Description

Title: Seasonal Maintenance – Athletic Fields
Department: Public Works
Date: February, 2020
Classification: Non-Exempt

Note: This job description describes a general category of jobs. In order to meet the needs of Village government or its departments, employee may be assigned other duties, in addition to or in lieu of any of those described below, and any duties are subject to change at any time.

GENERAL DESCRIPTION

Under the supervision of the Field Maintenance Foreman, employee in this position performs skilled field maintenance work on Village athletic fields. Also assists with a variety of semi-skilled maintenance work and operates a variety of equipment maintenance at the North Park athletic facility.

SUPERVISION RECEIVED

Works under the guidance and direction of the Field Maintenance Foreman

SUPERVISION EXERCISED

None

ESSENTIAL DUTIES

- Executes horticulture maintenance activities (i.e., annual flower/bulb plantings and weeding, perennial bed maintenance and watering).
- Aerates, fertilizes and restores all athletic fields to ensure they are in acceptable playing conditions for various sports teams.
- Executes maintenance of all Village owned ball fields and athletic courts as directed.
- Responsible for internal and external maintenance of the North Park Maintenance building and Concession building.
- Participates in the mowing of all North park athletic fields.
- Prepares and maintains all athletic fields which includes dragging the infields and chalking the field according to specified dimensions.
- Identifies and marks/paints proper layout for all athletic fields including painting various athletic fields for both practice and game use.

- Performs mound, home-plate and infield dirt repair and preparation activities to include mowing, fertilization and chemical applications, over-seeding, weed whipping and trash removal.
- Moves and relocates soccer goals and orders replacement nets as needed.
- Empties garbage from the various garbage cans at North Park on a weekly basis.
- Maintains North Park Maintenance building/yard areas in a safe, clean, neat and orderly manner.
- Performs trail maintenance (i.e., clean up and debris removal, mulching) as directed.
- May be asked to perform the cleaning and maintenance of parks shelters, restrooms, and assigned buildings.
- May be asked to prune parks trees and trim pathways and park areas as necessary.
- May be required to assist with the set-up and takedown of special events.
- Performs others duties as required or assigned.

CONTACTS OUTSIDE OF DEPARTMENT

Personnel in other departments, residents.

TOOLS & EQUIPMENT USED

Park Mowers, Edger's, Weed Whips, Blowers, Line-Stripers, Chalkers, Utility Vehicles, Aerators, Small Tractors, Field Spreaders, Hammer, drill, saw, and other hand tools as needed, janitorial equipment, clerical equipment and office equipment.

Vehicles: ½, ¾ , 1 ton dump truck with or without removal equipment; pickup truck with lift gate; end loader; backhoe; small tractors.

PHYSICAL DEMANDS

Lifting, pushing, pulling or carrying of objects less than 20 pounds frequently and occasionally up to 100 pounds. Must have dexterity to manipulate objects as small as ¼"; hearing and speaking ability sufficient to understand radio transmissions and converse both in person and over the telephone. May be required to work for long hours in emergency situations. Must have the manual dexterity and strength to operate power-operated equipment/machines.

WORKING ENVIRONMENT

Must be able to work in extreme temperature variations, in wetness, dryness, confined/enclosed spaces, in noisy locations, grass and leaf particles, around dust, cleaning compounds, paints, gasoline, pesticides, diesel fuels and oils. May experience prolonged lifting, bending, twisting, and climbing for extended periods of time. May require being in a standing position for prolonged periods of time.

EDUCATION

Requires the knowledge, skills and ability commensurate with a high school diploma or a

GED. Must be 18 years of age. Must be able to work weekend hours.

KNOWLEDGE, SKILLS, AND ABILITIES

Candidate must have 1-2 years' experience in athletic field maintenance and/or parks and landscape maintenance. Must be proficient in the operation and parks and athletic field maintenance vehicles and equipment. Ability to speak, read, and write English preferred. Ability to work independently in the day to day operations with only general direction. Must possess a valid Class D driver's license.

New: February 2020
BHW