

VACANCY NOTICE

Position: Non-Exempt 12 Month Employee
Full Time – Maintenance Worker
First Shift – Hours 6:00 am – 2:30 pm

Apply to: Dan Polowy
Director of Buildings and Grounds
P.O. Box 397
44W303 Plato Rd.
Burlington, Illinois 60109

Application deadline: Until filled

Applicants should supply the following materials to complete their application:

Internal via dan.polowy@central301.net **External via <http://www.applitrack.com/bcsd301/onlineapp/>**

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| 1. Letter of Intent to Transfer | 1. Completion of online application |
| 2. High School Diploma or GED | 2. Formal letter of Application |
| 3. Valid Driver's License Required | 3. Personal Resume |
| | 4. Letters of Recommendation (3) |
| | 5. Transcripts |
| | 6. Copy of appropriate certificate(s) |

General Qualification Information:

1. Physically Capable of Performing Heavier Project Work
2. Computer Literate
3. Ability to Operate Equipment, Power Tools, Hand Tools, etc.
4. Good Physical Condition – Ability to Lift 60 lbs. for a Distance of 100 ft.
5. General knowledge of Building Maintenance / Familiarity with Trades
6. Technical School Preferred

Salary and Benefits:

- 12 sick and 3 personal days per year
- Medical and Dental Insurance
- Participates in the IMRF pension system
- Starting wage of \$25.68 - \$28.23 / hour dependent upon experience

Posted October 22, 2025