

SEASONAL MAINTENANCE SUPPORT WORKER

Number of Positions: 2

Dates: Tentative April – September
Normal hours are 7:00am to 3:30pm, Monday through Friday
(Beginning and ending dates are flexible)

GENERAL DESCRIPTION/ESSENTIAL FUNCTIONS:

This seasonal position requires the performance of unskilled work in general maintenance duties including, but not limited to building maintenance, custodial work and general park maintenance. Supervision is from the Supervisor of Facilities Maintenance and/or Superintendent of Planning and Operations.

QUALIFICATIONS:

Ability to perform a variety of unskilled tasks. Ability to understand and work from written and oral instructions. Ability to use and maintain tools in a safe manner. Hold and maintain a driver's license. Must be at least 18 years of age and provide satisfactory personal references.

DUTIES AND RESPONSIBILITIES:

1. Moving equipment such as tables, chairs, picnic tables, storage boxes and furniture.
2. Tennis courts: replacing nets, sweeping courts and setting timers.
3. Delivering supplies to Park District facilities.
4. Assisting with special events set-ups.
5. General cleaning and park maintenance work.
6. Assist full-time maintenance worker with assigned jobs.
7. Raking/leveling playground safety surfaces.
8. Other duties as assigned.

PHYSICAL EFFORT AND WORK ENVIRONMENT:

The incumbent performs a majority of duties outdoors seasonally and must be able to work effectively in sometimes extreme conditions.

Ability to physically perform the essential duties of the position, including exerting sustained physical effort, bending, reaching, crouching/kneeling, standing/walking, for long periods, pushing/pulling/lifting/carrying objects weighing more than 50 pounds, handling/grasping/fingering objects, hearing sounds/communication, close and far vision.

Date Written: 2012

Date Revised: August 2013, January 2015, January 2016, January 2017, January 2018, January 2021, January 2022, January 2023, January 2025