



## VILLAGE OF SCHILLER PARK

### JOB OPPORTUNITY – Part Time Maintenance Worker

**Position:** Part Time Public Works Maintenance Worker

**Reports to:** Utility Foreman or Street Foreman

**Salary and Work Hours:** The positions are for 40 hours per week, Monday through Friday, up to \$15.00 per hour, up to 1,000 hours per year. Regular work hours are 7:00 am to 3:30 pm.

#### **JOB SUMMARY**

This part-time position performs semi-skilled and skilled maintenance and repair work for the Village. This position offers a flexible schedule up to 1,000 hours per year. Typical duties include:

1. Performs landscaping activities including mowing grass, sweeping, raking, planting, trimming trees and shrubs, litter cleanup, weed whacking.
2. Performs maintenance and repair tasks in public buildings and facilities; facility cleaning; painting.
3. Driving/operating dump trucks for hauling materials,
4. Snow plowing and salt spreading.
5. Assists Water Department crew with repairs and maintenance of water mains, water services, sewer mains, sewer services, water distribution system, and other Village infrastructure
6. Assists Street Department with road maintenance and repair tasks including asphalt paving, patching potholes and cracks, and removal and replacement of sidewalks and curbs.
7. Vehicle maintenance and cleaning

#### **MINIMUM QUALIFICATIONS:**

1. Education - High school diploma or GED
2. Drivers License - Valid Illinois Class D driver's license
3. Cell Phone - Uses personal cell phone for limited work use.

#### **WORKING REQUIREMENTS:**

1. Majority of work is performed outdoors in all weather conditions.
2. Ability to lift and carry up to 50 pounds, and occasionally lift and/or move more than 100 pounds.

#### **APPLICATION PROCESS:**

Applicants should submit Village Job Application to [dschmidt@schillerparkil.us](mailto:dschmidt@schillerparkil.us). Applicants should indicate "Public Works Part Time" in the subject line of their email. Applicants must pass a drug screen as a condition of employment. The Village *Application for Employment* can be found online at <https://www.villageofschillerpark.com>, and can be printed to complete.