

## **Custodian**

Lindenhurst Park District

**Contact Name:** Tab Steinhaus, Facility and Vehicle Operations Manager

**Contact Email:** tsteinhuas@lindenhurstparks.org

**Contact Phone:** 847-356-6011 ext. 114

**Closing Date:** Open Until Filled

**Hourly Range:** \$12.00 - \$15.00

### **Description:**

Under the supervision of the Facility and Vehicle Operations Manager and secondarily the Park and Grounds Operations Manager, the Custodian is responsible for manual work of a custodial nature within the Lippert Community Center and park shelters. Responsible in assisting the Facility and Vehicle Operations Manager with maintaining all Park District facility safety and operating standards.

The Custodian is a part-time position.

Hours: 6:00am – 12:00pm Monday through Thursday

6:00am – 10:00am Fridays

### **Qualifications:**

High School Diploma; some knowledge of park facilities maintenance practices; working knowledge of pertinent safety precautions; ability to follow oral and written instructions in English; ability to be resourceful and an independent self- starter; possess knowledge of accident prevention precautions applicable to maintenance operations. Knowledge of community interests. Knowledge of Park District's properties and facilities.

### **Essential Functions:**

- Maintain general appearance, cleanliness and operational condition of the interior and exterior of Lippert Community Center as well as park shelters when assigned.
- Knowledge of and prior experience with custodial maintenance equipment, tools, and supplies.
- Alert immediate Supervisor immediately of any safety related concerns within job scope.
- Familiarity with safe handling and proper mixing of cleaning chemicals and concentrates.
- Ability to read, write and understand English.
- Notify supervisor when inventory of custodial products needs to be ordered for all facilities.
- Responsible in assisting with coordination of building and room set-ups and takedowns.
- Work alongside the Facility and Vehicle Operations Manager to ensure facility entrances/exits around facilities clear, clean and safe including snow removal.
- Operate Park District vehicle to accomplish job responsibilities and tasks.
- May assist staff in various outdoor tasks such as minor repairs to facilities.
- Perform other assignments as required or assigned which are reasonably within the scope of the aforementioned.