



City of Galesburg

Operating Under Council – Manager Government Since 1957

Temporary Maintenance Worker Vacancies

The City of Galesburg seeks interested applicants to fill seasonal, part-time maintenance positions in the Department of Parks and Recreation. Depending on the job classification, positions are paid at various rates of pay, with starting pay of \$11.00 per hour.

General Description

Depending on the specific assignment, these positions assist permanent City employees engaged in building and grounds maintenance, street and sidewalk repair, street maintenance, parks maintenance and forestry operations, cemetery upkeep and maintenance, and golf course operations and maintenance. Duties will vary depending on the specific assignment, but generally include: grass cutting; landscaping and grounds maintenance; repair, replacement and patching of concrete, asphalt and brick street and sidewalk surfaces. Duties may include operation of hand-held power equipment, such as chainsaws, string-line trimmers, and brush chippers; as well as automotive and heavy equipment, such as pick-up trucks, dump trucks, backhoes, and end loaders (depending upon the employee's qualifications).

Essential Duties

Park Operations – Park, Golf, Forestry, Cemetery, Buildings and Grounds Maintenance:

- Plant and maintain trees, shrubs and other vegetation.
- Maintain sod and turf in parks and recreational areas.
- Operate riding and push mowers, string-line trimmers, and associated landscape equipment.
- May work in a bucket lift truck and/or climb trees as required to trim and treat trees.
- May operate a variety of automotive and heavy equipment, such as lift trucks, pick-up trucks, dump trucks, backhoes, and front-end loaders (depending upon licensure and qualifications).
- Perform general janitorial and maintenance duties.
- Maintain floors, clean building interiors, and replace light bulbs.
- Perform general set-up and tear-down of tables, chairs and other equipment as needed.
- Maintain sidewalks and area around the exteriors of buildings.
- Maintain golf course and associated buildings.
- Maintain tennis courts and baseball, soccer and volleyball athletic fields.
- Assist in the preparation and cleanup of special events.

Minimum Requirements

- High School Diploma or equivalent (GED) required.
- Valid Illinois Driver's License required (CDL preferred).
- At least six months of experience in construction, landscaping, building maintenance, or similar type of work is preferred.

Required Skill and Ability

The successful applicant must possess the ability to:

- Read, write and understand the English language.
- Read, interpret and apply policies and procedures, and follow instructions.
- Comply with all City and departmental safety rules and regulations.
- Establish and maintain positive relationships with the public and co-workers.
- Perform moderate to heavy physically demanding work in an outdoor environment.

How to Apply

To apply, all applicants must complete and submit an electronic application for employment through the City's website at: http://www.ci.galesburg.il.us/city_initiatives/human_resources/.

Applicants may begin submitting applications immediately. The majority of positions will be filled in the early spring of 2021 for temporary/seasonal work, although a few positions may continue to be filled throughout the 2021 season.