



ReconnectWithNature.org

17540 W. Laraway Road
Joliet, IL 60433
815.727.8700 · Fax 815.722.3608

POSITION ANNOUNCEMENT Laborer I (Part-Time)

The Forest Preserve District of Will County is accepting resumes for seven (7) Laborer I (Part-Time) at various locations (1 at Four Rivers Environmental Education Center, 1 at Monee Reservoir, 3 at Lake Renwick, and 2 at Hadley Valley). This position is responsible for the daily maintenance of the preserves, trails, and facilities.

The Laborer I (Part-Time) salary is \$22.28/hour. The hours and days of work are to be determined and could/will include evenings and weekends. See attached Job Description outlining duties, skills, abilities, training, experience and working conditions. **Cover letters and resumes will be accepted until positions are filled.**

Application Procedure:

Send cover letter and resume to:
Veronica Frausto-Sarwark, Director of Human Resources
Forest Preserve District of Will County
17540 W. Laraway Road
Joliet, Illinois 60433
815-722-5669 (desk)
815-722-3608 (fax)
humanresources@fpdwc.org

The Forest Preserve District of Will County is an equal opportunity employer.

The Forest Preserve District of Will County does not discriminate against individuals on the basis of race, color, gender, national origin, age, or disability. In offering employment opportunities to the public, the Forest Preserve District will make reasonable modifications to ensure that all people have an equal opportunity. To request this document in large print, audio, or Braille, contact the Director of Marketing and Communications, Sugar Creek Administration Center, 17540 W. Laraway Road, Joliet, IL 60433; comments@fpdwc.org; 815.722.9383 (voice); 800.526.0844 (TDD). Requests should be made at least 48 hours in advance. While the Forest Preserve District of Will County will make every effort to meet requests in a timely fashion, some requests may take longer than others to fulfill. Persons believing that they have been discriminated against by the Forest Preserve District of Will County may file a complaint alleging discrimination with the Forest Preserve District or the Office of Civil Rights, U.S. Department of the Interior, www.doi.gov/diversity

Bringing People and Nature Together

COMMISSIONERS: Steve Balich · Julie Berkowicz · Daniel Butler · Natalie Coleman · El Costa · Katie Deane-Schlottman
Janet Diaz · Mica Freeman · Vince Logan · Judy Ogalla · Destinee Ortiz · Frankie Pretzel · Mark Revis · Jim Richmond
Jackie Traynere · Joe VanDuyne · Sherry Williams · Denise Winfrey

BOARD OFFICERS: Annette Parker, *President* · Meta Mueller, *Vice President* · Raquel Mitchell, *Treasurer* · Sherry Newquist, *Secretary*

LABORER I
Field Laborer

General Description of Work

Under the direction of the Director of Maintenance and Operations and Operations Supervisors, Laborer II, Laborer III, Laborer IV, Laborer V, or Laborer VI, this employee is responsible for the daily maintenance of the preserves and facilities.

Duties and Responsibilities

Mow grass and weed whip.

Trim trees and shrubs in picnic groves as well as along the roadways and chip brush. This includes the removal of all designated dead plant material.

Clean, repair and/or maintain all amenities that are in the preserves which include but are not limited to shelters, latrines, buildings, signs, fences, grills, posts, bollards, tables, gates, horseshoe pits, roadways and parking lots, and wells.

Collect, pick up, or dispose of refuse from buildings, structures, barrels, roadways, ditches, latrines, and any other district-owned area.

Assist in the installation and upkeep of signs, bollards, culverts, grills, gates, and boundary signs.

Assist with the cleaning of shelters, latrines, culverts, parking lots, roadways, buildings, sidewalks, and any other areas that need cleaning.

Spread and maintain wood chips where needed.

Snow Removal

Assist with the building, delivery, painting, repair, preparation, and general maintenance of picnic tables.

Assist in the construction and maintenance of the District's trail systems. This work includes but is not limited to clearing, mowing, signage, bridge installation and repair, culvert installation.

Assist with the minor painting with various items including but not limited to signs, latrines, gates, buildings (both inside and out), and shelter posts.

The ability to work on checking and/or updating the District's boundaries.

If eligible, assist with controlled burns.

The safe use, upkeep, and accountability of the tools, equipment and vehicle assigned.

Dress in a proper uniform as provided by the District.

Supervise temporary workers when required to do so.

With the permission of the Operations Supervisor use equipment necessary to complete a project.

Assist other crews with major projects when needed.

Perform other duties as assigned or required.

Qualifications

Must be 18 years of age

Requires holding a valid Illinois driver's license

High school diploma or equivalent preferred

Good physical condition

Must be able to work with other individuals on assigned tasks

Able to lift 50 pounds