



## Pekin Park District Job Vacancy Notice

### JOB DESCRIPTION

#### TITLE: SMALL ENGINE MECHANIC

**GENERAL PURPOSE:** Repairs and maintains all park district related engine equipment, both gas and diesel. Maintains equipment inventory and equipment maintenance records.

#### EXAMPLE OF DUTIES

- Responsible for maintenance and repair of small engines, both gas and diesel, including hydraulic equipment.
- Responsible for sharpening all types of mower blades used in the park district.
- Assists in the maintenance, repair of automated sprinkler system.
- Operates all equipment used in a park district, and be available to use this equipment when needed.
- Performs preventative maintenance work, such as checking oil and fluid levels on all equipment.
- Maintains inventory records on repairs made, parts ordered, and parts inventory.
- Keeps vehicle records.
- Performs other duties as required.

#### MINIMUM QUALIFICATIONS

##### **Education and Experience**

- Graduation from a standard high school or GED and two (2) years work experience in the operation, repair and maintenance of small equipment, both diesel and gasoline type engines, hydraulic equipment, and sharpening of park district mowing equipment blades.

##### **Special Requirements**

- Must possess a valid Illinois Driver's License.
- Must be willing to work weekends, holidays and overtime as required.

##### **Necessary Knowledge, Skills and Abilities**

- Thorough knowledge of mowing equipment, to include hydraulics, and small engine equipment, both gas and diesel.

- Working knowledge of safety practices and procedures while making mechanical repairs; knowledge of various park district vehicles and equipment.
- Ability to troubleshoot, diagnose, and repair equipment with accuracy and speed, ability to create effective working relationships with employees and ability to communicate both verbally and in writing.
- Ability to maintain written equipment maintenance records.

#### **TOOLS & EQUIPMENT USED**

-- Pickup truck, turf care and landscaping equipment, including tractors, mowers, airifier, chain saw, edgers, weed trimmers, electronic motors, pumps, sprinklers, irrigation systems; miscellaneous hand and power tools for turf and other park district maintenance.

#### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand, talk or hear, walk, and use hands and fingers, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl.
- The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds with assistance. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

#### **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee is frequently exposed to cold, heat and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock. -- The noise level in the work environment is moderately loud.

#### **PAY RATE & BENEFITS**

This is a year-round hourly position with a pay range of \$20.00 - \$25.00 per hour, dependent upon qualifications and experience. We offer an excellent benefit package that includes medical, dental and vision insurance, paid vacation, paid holidays, paid sick days, and IMRF retirement plan.

Applicants for this position must submit a personal resume with cover letter to:

**Attn: Scott Clausen  
Superintendent of Parks  
Pekin Park District  
1701 Court Street  
Pekin, IL 61554**

Or by email to: [sclausen@pekinparkdistrict.org](mailto:sclausen@pekinparkdistrict.org)

For additional information or questions contact Scott Clausen by email or call 309-346-3810.  
The Pekin Park District is an equal opportunity employer.