

### **Full-Time mechanic/laborer at Westview Golf Course**

The Quincy Park District will be accepting applications for a full-time mechanic/laborer at Westview Golf Course. This is a full-time Union position with a full benefits package included. Prior experience in golf course maintenance and operation of reel type mowers preferred. Applications can be picked up at the Quincy Park District main office located at 1231 Bonansinga Dr. Quincy, IL between the hours of 8:00a.m.-4:30p.m. Monday thru Friday. Pre-employment drug screening required. The Quincy Park District is an EOE employer.

**Full Time Union Mechanic/Laborer  
Westview Golf Course**

**Timeline**

Job Advertising: Quincy Park District November 20, 2019-December 9, 2019

(Posting at all active Park District work sites November 18-19, 2019)

Quincy Herald Whig: November 20-24

CLOSING DATE: December 9, 2019

Personal Interviews: December 16-18, 2019  
Staff Selection: December 20, 2019  
Projected Start Date: January 6, 2020

Submit Applications To: Rick Miles  
1231 Bonansinga Drive  
Quincy, IL 62301  
217-919-0155  
[rmiles@quincyparkdistrict.com](mailto:rmiles@quincyparkdistrict.com)

## WESTVIEW GOLF

### MECHANIC/LABORER

**GENERAL STANDARDS OF DUTIES:** Performs skilled and highly technical repair work of District vehicles, trucks, end-loaders, lawn tractors, lawn mowers and irrigation system. Provides manual labor related to the maintenance operations of all Park District property.

**DISTINGUISHING FEATURES OF THE CLASS:** Under the supervision of the Supervisor or Crew Leader, an employee in this classification performs skilled work involving routine maintenance and minor/major repair of District vehicles and ground maintenance equipment. May be responsible for training of appropriately skilled employees and operational equipment training of staff.

**EXAMPLES OF WORK:** Establishes, implements and monitors routine and preventive vehicle/equipment maintenance programs; Performs District vehicle/equipment minor and major mechanical maintenance as required; Maintains accurate maintenance records; Requisitions vehicle/equipment maintenance and repair parts and materials, as required; Controls inventory of vehicle/equipment parts and materials inventory; Maintains a clean work station area; Establishes and prioritizes vehicle/equipment repair schedules, as authorized.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** The ability to independently and satisfactorily complete mechanical repairs of varying difficulty in a timely manner; understanding of and ability to maintain and repair all District vehicles/equipment including irrigation repairs. Acceptable knowledge of the operation and mechanics of reel- type mowers and the ability to sharpen and adjust properly. Physical requirements include standing, walking, sitting, talking, hearing and seeing to perform the following: lift objects < 50lbs minimum, operate heavy equipment including but not limited to tractors, end loaders, backhoe and large mowers. Ability to observe and report safety hazards, follow verbal and written instructions, ability to pass the CDL license test and obtain an Illinois Pesticide Operators License.

**SPECIAL CONSIDERATIONS:** Exposure to various chemicals including, but not limited to: fertilizers, pesticides, fuels, lubricants and aerosols. May be exposed to natural elements such as extreme temperatures both hot and cold and other extreme conditions.

**ACCEPTABLE EDUCATION AND EXPERIENCE:** Education equivalent to graduation from high school. Prior experience in golf course maintenance operation of reel type mowers preferred or appropriate related mechanical school graduation. Demonstrate skills and ability to perform the duties and responsibilities of this classification.

**ADDITIONAL REQUIREMENTS:** Must possess a valid State of Illinois driver's license. Pre-employment drug screening is mandatory.

# Benefits

as of 1/1/2019

## FULL TIME NON-UNION

Golf (FBO applies)	Free to employee, spouse & children residing with employee
Golf Carts (FBO applies)	Adm & Supervisory Staff-Free Other full-time-50% discount
Merchandise Discount Pro Shop-Westview	Employee, spouse/children- 25% discount
Conferences	Yes
Holidays	13
Vacation	1st Year-10 Days extra day/yr after 5 yrs-Max. 25 days
Sick Leave	8 hrs. per month Unlimited Accrual
Wellness Leave	16 hrs. annual
Personal Leave	24 hrs annual
Jury Duty	Paid the difference
Funeral Leave	Up to 3 days per death
Comp. Time	no-salary, yes-hourly
Marina	10% discount on slip rental
Rec. Programs (must be solely sponsored by QPD), (FBO applies)	Free to employee, spouse/children residing with employee
IMRF - Retirement Program	Employee pays 4.5% Employer pays 6.93%
Deferred Comp.(Section 457b)	Voluntary participation
Cafeteria Plan (Section 125)	Voluntary participation
Sick Leave Incentive	2 extra vacation days if employee uses less than 16 hrs sick/yr
Dependent Sick Leave	24 hrs annual
Health Insurance	QPD pays for employee, Employee pays for family & depts.
Life Insurance/AD	QPD pays based on salary
Drug Program	Yes- per health insurance
Shelter Use (FBO applies)	Free
Swimming Pool (FBO applies)	Free to employee, spouse/children residing with employee
Batting Cage (FBO applies)	Free to employee, spouse/children residing with employee
Paddle/Kayak Boats (FBO applies)	Free to employee, spouse/children residing with employee
Mini Golf (FBO applies)	Free to employee, spouse/children residing with employee
Bike Rental (FBO applies)	Free to employee, spouse/children residing with employee
Golf Handicap (FBO applies)	Free-Exec. Dir./Adm Supervisors
Storage Locker (FBO applies)	Free-Exec. Dir./Adm Supervisors
Vehicle Use	Exec. Dir., Maint. Supervisors, Dir. of Golf, Bus. Serv, Dir. of Parks, Program Serv, Golf Supt. and Park Ranger
Military/Leave	Yes
Leave of Absense (FMLA)	Yes
Overtime	Yes, hourly employees
Boot Allowance	No
Uniform Allowance	50% of cost

**Definition of Eligible Dependent:** unmarried children under the age of 19 residing in the same home or unmarried full time students up to the age of 23 residing in the same home.