



Salt Creek Rural Park District

Job Descriptions

Job Title: Groundsperson II – Part Time
Location: 1200 Twin Lake Drive, Palatine
Department: Maintenance

The Groundsperson II performs a variety of skilled and semi-skilled duties in the maintenance, repair, development and construction of the grounds and buildings of the Salt Creek Rural Park District. This position shall assist other departments in projects and special events as needed. The employee is under the direct supervision of the Golf/Parks Superintendent.

Essential Job Functions

- Operates trucks and other equipment in hauling of materials, debris, and trash.
- Operates mowing equipment in trimming of golf course greens, aprons, tees, fairways and other park areas as directed.
- Operates light power equipment and hand tools to mow and trim grass.
- Waters fertilizes greens, tee, and fairways and other park areas as designated.
- Changes pins and tee markers.
- Repairs and replaces pipes and other components of the automatic irrigation system.
- Rakes and maintains sand traps.
- Operates various utility vehicles.
- Performs general park clean-up.
- Trims trees and prunes shrubbery.
- Lays out, plants, waters, fertilizes, and maintains flowerbeds.
- Grades and prepares base, lays sod, and seeds all turf areas.
- Submits daily reports of work performed.
- Does general work around the shop.
- Performs the job safely and in compliance with park district safety rules and procedures.
- Performs other related duties as assigned.
- Trains staff in operation and care of mechanical equipment.

Required Knowledge, Skills and Abilities

- A valid Illinois class “D” driver’s license is required for this position.

Environment

- Employee is exposed to chemicals (i.e., pesticides, cleaning materials, solvents, gasses, petroleum products, etc.).
- Employee is exposed to outside weather, including extreme sun, heat, cold, snow, rain and ice.
- Employee is required to work in overhead situations.



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- Employee must be able to work and respect the quiet golf course environment.
- Employee is required to work in and around water.
- Employee should be able to maintain a positive working relationship with other employees.
- Employee must work around general population/park patrons in public areas.
- Employee should be able to work in elevated and confined spaces.
- Employee must work under supervision and direction of superiors.

Work Hours/Work Week

- 45-50 hours per week as scheduled by the Superintendent.
- The work week may consist of working Saturdays, Sundays, and holidays as required.

JOB DESCRIPTIONS AND ACTUAL DUTIES MAY NOT ALWAYS COINCIDE

Due to the dynamic nature and diversity of work required in the recreation area, it would be unrealistic to expect strictly outlined job descriptions to apply in every case. Job responsibilities may overlap categories at any given point in time. Under normal operations it would be understandable to ask employees to occasionally perform work outside of their normal job descriptions.