



POSITION ANNOUNCEMENT

FACILITIES MAINTAINER I

The Village of Wilmette is seeking candidates for a full-time Facilities Maintainer I position in the Engineering and Public Works Department. This position will work under the supervision of the Facilities Manager.

General Responsibilities:

The person in this position will perform building maintenance and light janitorial work and repair duties of low/medium complexity involving carpentry, painting, plumbing, and electrical work. The person in this position will be responsible for the general maintenance, repairs and some janitorial functions of the commuter train station building and all Village facilities except the Water Plant. The work involves various tasks, requiring the use of hand tools, power tools, and light to heavy equipment used in general maintenance tasks. In addition, this position requires availability for work outside of normal working hours (overtime) for snow plowing operations, coordination of special events and other related tasks as assigned.

Position Requirements:

The successful applicant will have a high school diploma or equivalent, and have at least three years of experience with building maintenance work or a related trade; or an equivalent combination of training and experience. Work is often performed under difficult conditions, including extreme weather, heights and confined spaces. The successful candidate must be able to lift up to 40 pounds regularly and up to 100 pounds on an infrequent basis. Sufficient strength and agility are required to perform manual tasks for prolonged periods. Experience in electrical and/or plumbing fields is preferred. The successful candidate must possess a valid Illinois Driver's License. A commercial driver's license (CDL-Class B) with both air brake and tanker endorsements are required, or must be able to obtain a CDL within 6 months of employment.

Compensation and Benefits:

The salary range is \$49,994 to \$66,342 with a starting salary DOQ. The Village provides an excellent benefits package comprised of health, dental, vision, life insurance, and retirement. In addition, the Village offers flexible spending account plans for medical expenses, dependent care, public transportation and parking expenses.

Selection Process:

A conditional offer of employment will be contingent on the candidate successfully completing a pre-employment physical evaluation, drug and alcohol screening, background investigation and driver's license records check with the Secretary of State's Office.

How to Apply:

Interested candidates should complete an employment application which can be downloaded from the Village's website at www.wilmette.com and submit it along with a cover letter and resume electronically to HumanResources@wilmette.com. Paper submissions will not be accepted. The position will remain open until filled.

The Village of Wilmette is an Equal Opportunity Employer