



JOB POSTING

Position: Geographical Information Systems & Parks Administrator

Closing Date: Until filled

Salary: \$50,000 – \$70,000

Summary: The GIS & Parks Administrator supports in the implementation, development, and utilization of a Districtwide GIS Asset Management System while maintaining administrative operations within the parks services division.

General Hours: This is an FLSA exempt position. Monday – Friday / 7:00AM -3:30 PM), 40-hour work week, with additional hours as necessary, including emergency on-call hours.

Location: Parks Maintenance Facility – 2352 Hassell Road, Hoffman Estates, IL 60169

Qualifications/Duties: One to two years' experience in the Information Technology field with a Bachelor's Degree in GIS or related field is preferred. The GIS & Parks Administrator is responsible for the implementation, development, and utilization of a districtwide GIS Asset Management System while maintaining administrative operations within the parks services division.

This position is eligible for a full benefit package, including (but not limited to): IMRF participation, optional savings through 457, medical/dental/vision/life insurance, facility usage, and EAP.

Interested applicants should complete an Online Employee Interest Form at www.heparks.org/now-hiring/ and email resume to: dhugen@heparks.org

If unable to apply online, please submit application to:

Dustin Hugen, Director of Parks, Planning & Maintenance. Address: 2352 Hassell Road City, State: Hoffman Estates, IL Zip Code: 60169 Hoffman Estates Park or via email at dhugen@heparks.org

District is an Equal Opportunity Employer