



**TRUSTEES**

JUDY ABRAHAM

JUDY MILLER

ANDREA SENIOR

VERINA HORNE

SHERMAN C. JONES

JOHN TIERNEY

# Village of Broadview

## *Municipal Building*

2350 South 25th Avenue • Broadview, Illinois 60155-3800

1-708-681-3600 • FAX 1-708-681-2018

**KATRINA R. THOMPSON, President (Mayor)**

**VILLAGE CLERK**

KEVIN MCGRIER

**VILLAGE ADMINISTRATOR**

LETISA JONES

**FINANCE DIRECTOR**

TIMOTHY HICKS, CPA

**TREASURER**

THOMAS HOOD

**VILLAGE ATTORNEYS**

DEL GALDO LAW

GROUP, LLC

**POSITION:** Full-Time Laborer – Public Works Department

**SALARY:** Based on qualifications and experience. Must have a Class B CDL License.

**APPLY BY:** downloading an application from our Village website: [www.broadview-il.gov](http://www.broadview-il.gov). Position is open until filled. If you have any questions please contact LeTisa Jones, Village Administrator, [ljones@broadview-il.gov](mailto:ljones@broadview-il.gov)

**JOB SUMMARY:** The Village of Broadview Public Works Department is seeking candidates for a full-time position in the Public Works Department.

**ESSENTIAL FUNCTIONS INCLUDING, BUT ARE NOT LIMITED TO:** Full-time position performs semi-skilled manual work in public works construction and maintenance activities.

Work is performed under the direction of the Director of Public Works.

Duties will include but not limited to assisting with maintenance on Village streets, brush chipping, litter pick up, parkway restorations, sign maintenance, shop maintenance, leaf pick up, snow plowing and assisting other departments as directed.

The hours for this position are Monday – Friday 7:30 a.m. to 4:30 p.m.

**SELECTION:** Candidate screening process may consist of an application review, skills testing, employability assessment, interviews, reference checks, and other verifications. Chosen candidates will be subject to a background and criminal history investigation, and qualifying pre-employment medical examination and drug screen.