



NOW HIRING: Service Team Coordinator (full-time)

JOB SUMMARY: The Service Team Coordinator is responsible for assisting the public as it relates to Tinley Fitness, a facility of the Tinley Park-Park District. The Coordinator is also responsible for hiring, training, and scheduling of Service Team Attendants, monitoring the fitness center reception area operations and conducting the facility opening procedures.

LOCATION: Tinley Fitness, 8125 W. 171st Street, Tinley Park, Illinois

QUALIFICATIONS: The qualified individual should be motivated and customer service oriented, possessing office experience and a high school diploma or equivalent. A minimum of one year supervisory experience in an office environment and knowledge of VSI Rectrac software are preferred. Current CPR certification or ability to gain CPR certification is also required. A mandatory pre-employment physical, drug screening, and criminal background check are required.

INCENTIVES: This is a year-round, full-time position with the hours of 5:15am – 1:45pm Monday to Friday, with the possibility of evening/weekend shifts. Wages begin at \$16.00/hour. Full-time benefits include low-premium medical, dental, vision insurance; agency provided life insurance; IMRF retirement plan; generous PTO; health and wellness programs; complementary program registrations as well as complementary family memberships to Tinley Fitness, Tony Bettenhausen Recreation Center, Water Park, and Dog Park.

ABOUT US: The Tinley Park-Park District is an award-winning public agency that provides its 55,000 residents with a wide variety of recreation facilities, programs, events, parks, and open spaces. The Park District maintains over 40 parks, 33 ball fields, and several facilities which include the Tony Bettenhausen Recreation Center, Tinley Fitness, White Water Canyon Water Park, Canine Campus Dog Park, Tinley Junction Miniature Golf & Batting Cages, Vogt Visual Arts Center, and the Tinley Park Performing Arts Center.

CLOSING DATE: Position is open until filled.

<https://www.tinleyparkdistrict.org/employment-opportunities/>

