

Village of Glendale Heights

A Proud & Progressive Village for all People



*Now accepting applications for the
position of*

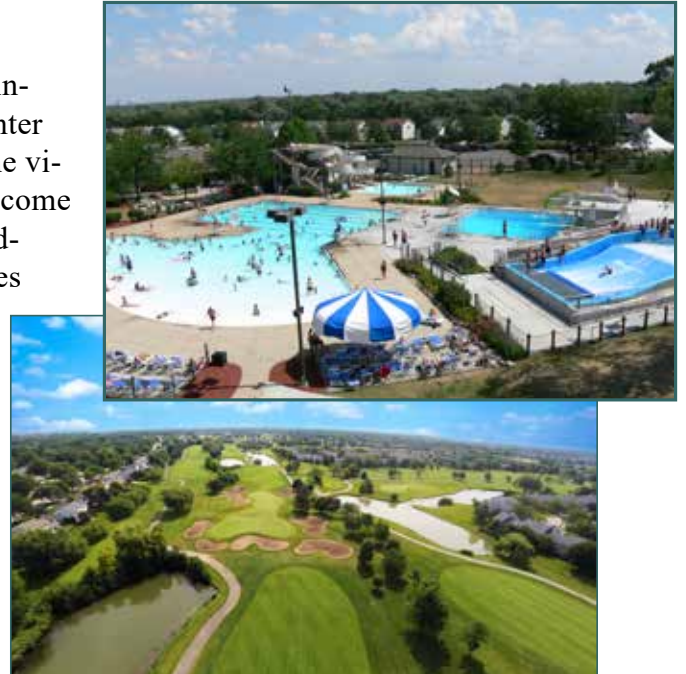
**GLENDALE LAKES GOLF CLUB
2023 SEASONAL EMPLOYMENT OPPORTUNITIES**

The Village of Glendale Heights

The Village of Glendale Heights is a modern residential, suburban community, 15 miles west of the Chicago city limits. Over the years, the Village has welcomed a significant growth, both in population, and within our business community. Its landscape is dotted with ranch homes, split levels, apartments, condominiums, shopping centers, churches, industrial business parks, beautiful community and neighborhood parks, modern service facilities, and three excellent elementary school systems.

The positive influence of many improvements to the Village, including Camera Park, renovations to the Civic Center, the Center for Senior Citizens, and the Sports Hub, unmistakably echo the vibrant character and the vitality of our community. We have become an attractive, growing community, that boasts within its boundaries AdventHealth GlenOaks and the beautiful Glendale Lakes Golf Club, owned and managed by the Village of Glendale Heights.

The current population is 33,176 as of the 2020 census. The Village of Glendale Heights is dedicated to maintaining its progressive atmosphere, while offering its residents superior community amenities and services that respect the concerns of residents, while striving to provide a safe, viable community in which to live.



Village Government



The Village of Glendale Heights was incorporated in July of 1959. The first election was held on August 2, 1959. Though incorporated as Glendale, the name was changed to Glendale Heights in March 1960 because of a conflict with another Glendale in southern Illinois. The name chosen is appropriate for “Glendale” as it reflects a close geographic identity with two neighbors, Glen Ellyn to the south and Bloomingdale to the north. “Heights” describes the unique topography of the Village as it rests on two distinct elevations with a 100-foot variation.

The Village is a home rule municipality under the Constitution of the State of Illinois and is governed by a Village President and 6 Village District Trustees. The elected officials serve alternating four-year terms.

The Village of Glendale Heights has over 300 employees making up several departments which include, Administration; Police; Parks, Recreation & Facilities; Public Services; Finance; Administrative Services; Community Development; and Glendale Lakes Golf Club.

Village of Glendale Heights Mission Statement

The Village of Glendale Heights strives to improve the quality of life to all its residents and commits to serve, protect and provide a high standard of services and programs through the cooperative efforts of its residents, businesses, employees and elected officials.

Glendale Lakes Golf Club

2023 Seasonal Employment Opportunities

Intermittent Waitstaff/Banquet Server (\$15.00 Hourly)

Sets dining areas, serves drinks and food to club members and banquet guests according to rules of etiquette. Performs various duties to ensure excellent service and proper operating procedure of the Club.

Beverage Cart Attendant (\$8.50 Hourly + Tips)

This position will perform various duties and be responsible for providing excellent customer service to the guests of the golf course while following proper operating procedures of the Club. The position will be required to drive and operate a beverage cart, selling snack items, tobacco products and beverages. This position requires you to be 21 years of age and requires a valid driver's license.

Bartender I & II (Flat Rate Bartender I \$7.82 Hourly / Bartender II \$12.00 Hourly)

This position is responsible for providing bartending service at the bars in the Banquet Rooms, and the bar at Glendale Lakes Golf Club and the Center for Senior Citizens. This position takes customer's food and beverage orders and serves food at the bar and window; provides bartending service in the banquet rooms during events. This position is also required to work Waitstaff shifts depending on event scheduling.

Seasonal Laborer (\$16.00 Hourly)

The Golf Course Division is seeking applicants for performing a variety of skilled and semi-skilled grounds maintenance work and construction work, and operating a variety of equipment in the operation, repair and maintenance of the golf course buildings and grounds. Qualified applicant must be able to read and have the ability to work diligently with team spirit and have basic knowledge of the use and application of hand tools and some power tools. Most assignments require physical stamina, heavy lifting up to 100 pounds and sometimes working in inclement weather conditions. This position requires a valid driver's license.

Golf Shop Attendant (\$14.00 Hourly)

This position will assist the Golf Pro in managing all aspects of the Glendale Lakes Pro Shop. Must provide outstanding customer relations, professional advice and service, and assistance to all patrons to ensure the highest standards of service. Assists in the coordination of golf outings and golf leagues, under the guidance of the Golf Operations Manager. This position requires a valid state driver's license.

Golf Cart Attendant (\$13.00 Hourly)

Responsible for maintaining the golf cart fleet and for staging them before play each shift. Will thoroughly clean and wash golf carts. Keep golf cart return area clear. This position requires a valid driver's license.

Golf Starter/Ranger (\$13.00 Hourly)

This position's duties include keeping the pace of play, rules of play and informing golfers of their responsibility while playing golf at Glendale Lakes. This position requires a valid state driver's license.

How to Apply

Interested candidates should submit a Village of Glendale Heights application to:

Village of Glendale Heights
Attn: HR Division
300 Civic Center Plaza
Glendale Heights, IL 60139

All job offers are conditional upon the satisfactory outcome of pre-employment drug testing and a complete background check. Employees are required to have their permanent residency within a 15-mile radius of the Village.

Posted 01-05-2023; application being accepted until positions are filled. An Equal Opportunity Employer.

The Village of Glendale Heights' is committed to a nepotism and cronyism policy of employment, advancement and/or contracting practices based upon qualifications and merit, and to ensure that no conflict of interest, favoritism, preferential treatment, or discrimination enters into the employment and contracting process without discrimination in favor of or in opposition to the employment of immediate family members and a personal, political, financial, or commercial relationships.

If you are an immediate family member (an employee's spouse; an employee's natural, step, adopted or foster parent; an employee's mother-in-law, father-in-law, daughter-in-law or son-in-law; an employee's grandparent; an employee's child or grandchild; an employee's sister or brother; employee's aunt, uncle, niece, nephew; spouse's grandparent, brothers-in-law, sisters-in-law; or any other dependent residing in the same household of the employee) or a personal, political, financial, or commercial relationship to a current or past Village employee, please indicate so in the "Applicant Information" section of your employment application.