

Recreation Administrator

FULL TIME POSITION

- \$40,000 - \$43,000 per year
- Primarily Monday-Friday 4:45am to 1pm with occasional evenings and/or weekends
- Employee Benefits: 100% Paid Medical & Dental
- 11 Holidays, Vacation , Personal Days, & Sick Time
- Illinois Municipal Retirement Fund

Job Summary:

- ✓ Financial Tracking
- ✓ Customer Service
- ✓ Facility Supervision
- ✓ Office Management



KORTE RECREATION CENTER



1 Nagel Dr • 618-651-1386 • www.highlandil.gov

EQUAL OPPORTUNITY EMPLOYER
To apply & for more information
send application/resume to Director
of Human Resources by April 14th