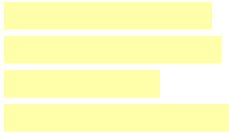


# Len Dufkis



## Skills

Excellent communication skills, management skills, document and record keeping, extensive knowledge of building trades operations, facilities maintenance, drainage structures and hydrology.

## Experience

March 2017 - PRESENT

### **President - Saddlewood Community Homeowners Association, Wauconda**

- Prepared annual budget forecast and monitor performance to meet organizational objectives.
- Managed along with Vice President and Directors operations of the subdivision for 81 homes. Responsible for service contracts, homeowner complaints, enforcement of HOA Rules and Regulations when necessary.

May 1978 - December 2016

### **Forest Preserve District of Cook County - Superintendent of Facilities**

- Retired from the District in 2016 after 38 years of service.
- Responsible for repairs, maintenance and upkeep for 400 buildings and structures with a professional workforce of Union Carpenters, Union Painters, Union Plumbers, Union Pipefitters, Union Electricians and Union HVAC Technicians covering 70,000 acres in Cook County. Managed Water Well Operators responsible for testing and maintaining 1,177 hand pumps and private wells throughout the preserves.
- Member of Cook County Clean Streams Committee responsible for management of drainage, removal of obstructions or structure repair for waters within the preserves.
- Served on Cook County Department of Homeland Security, responsible for providing assistance in times of emergencies with manpower, equipment and supplies to fulfill the desired outcome for the County of Cook.
- Certified by FEMA in emergency management, communication and command site operations. ISA Certified Arborist, certified in chainsaw operations, Midwest Ecological Burn Crew Member, Illinois Department of Agriculture Operator & Applicator Pesticide & Herbicide License.

## Education

High School Diploma

Indiana University - Park and Recreation Management