

TOWN OF BARNSTABLE
BARNSTABLE RECREATION DIVISION

LEISURE SERVICES DIRECTOR

PATTI MACHADO

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To: Gate Attendant & beach aid applicants
From: John Gleason, Assistant Recreation Director
Subject: Summer 2017
Date: 3/1/17

Gate Attendant Job Description: This is an outdoor position responsible for positive customer service, collection of revenue at various sites, and checking of parking permits. Sweatshirt and shirts provided as uniform.

Position Hours: Monday – Sunday, 5 days a week either 8:30 a.m. to 4:00 p.m. or 9:00 a.m. to 4:30 p.m. (Each employees schedule will differ depending on days off and beach site.). Craigville and Covell's Beach hours are 6:30am to 5:00pm.

Minimum Requirements: Must be American Red Cross Workplace First Aid & AED/CPR certified. Must have a high school diploma or equivalent required.

Beach Attendant Job Description: This is an outdoor & indoor position with the primary responsible of keeping the beach facilities clean; other duties include positive customer service and assisting Beach Supervisor. Sweatshirt and shirts provided as uniform.

Position Hours: Monday – Sunday, 3-5 days a week, Noon to 5:00 pm. (Each employees schedule will differ depending on days off and beach site.). Craigville Beach hours are 12:00pm to 7:00pm.

Minimum Requirements: Must be 14 years of age or older. American Red Cross Adult and Pediatric First Aid/CPR/AED certification recommended.

Important Information:

- * **New Employee Interviews:** Interviews will start on April 4, 2017. You may sign up for interview by email (john.gleason@town.barnstable.ma.us) or by phone (508-790-6345 Ext. 128).
- * **Orientation/Training:** All employees must be able to attend a mandatory Gate/Beach Attendant orientation/training in the spring.
- * **Pre-season:** Beginning Memorial Day weekend (May 26th) preseason work may be available on a first-come, first-served basis.
- * **If you have any questions or concerns, please contact John Gleason at 508-790-6345 Ext. 128 .**