



City of Seldovia

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SUMMER POSITIONS OPEN

CITY OF SELDOVIA

JOB DESCRIPTION

Job Title: HARBOR ASSISTANT
Department: Seldovia Harbor
Reports: Harbormaster/ City Manager

DUTIES:

- Keeping daily logs
- Walking dock area, bathrooms and parking lot
- Ensuring all customers are treated with courtesy and respect
- Harbor maintenance, cleaning and repair
- Perform all other duties assigned by the city manager and the harbormaster

REQUIRED QUALIFICATIONS:

- Customer friendly
- Organized
- Computer literate
- Excellent communication skills
- Coachable

THE CITY OF SELDOVIA IS NOW ACCEPTING APPLICATIONS FOR THIS PART-TIME, TEMPORARY POSITION, FROM APPROXIMATELY MEMORIAL WEEKEND TO LABOR DAY WEEKEND.

APPLICATION FORMS ARE AVAILABLE AT THE CITY OFFICE AND THE HARBOR OFFICE.

OPEN: Until filled

SALARY: \$13.38/hour, approx. 20 hours/week

Posted: 3-30-18

*The City of Seldovia is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, national origin, color, sex, age, veteran status, or disability. It is our intention that all qualified applications be given equal opportunity and that selection decisions are based on job related factors.