



# PROVINCETOWN PUBLIC PIER CORPORATION

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## MACMILLAN PIER

# Position Openings

## Seasonal Provincetown Public Pier Corporation Positions

The Town of Provincetown is now accepting applications for the following seasonal positions with the Provincetown Public Pier Corporation. The 2020 Season runs April through October; employment schedules are dependent on weekly need.

**Operational Staff:** Flexibility is required for the variety of work related to repair, maintenance and infrastructure improvement projects. The following duties may be required: Providing general maintenance servicing and seasonal duties related to the following: jib cranes, ice machine, marine patrol vessels, electrical pedestals, heat trace units, roadway and industrial lighting, pilings and piling caps, town-owned gangways and floats, canvas awnings and signage. Painting and keeping equipment in good repair. Carrying out special projects as assigned; 16 to 40 hours a week at \$18.47- \$19.94 an hour

**Assistant Harbormaster:** The position of assistant Harbormaster (AHM) Assists with pedestrian and vehicular traffic safety, Pier Patrol, and emergency response, to also include miscellaneous maintenance and upkeep during first and second shifts. This seasonal work is primarily performed outdoors in most weather conditions. Routine patrols are on foot and by boat, service calls and some projects will be performed as a sole operator. AHM's will maintain radio contact and report through the office dispatch. Back up assistance will be available as needed.

AHM's are a crucial team for emergency responses, foul weather conditions, heavy visitor loads and many other pier events and projects. Moderate physical labor and basic mechanical skills are required at times, as well as possible specialized skills in rescue diving, firefighting, towing, law enforcement and emergency management.

Basic office skills are required for administrative duties. These include: log keeping, basic computer tasks, attendance at weekly staff meetings and some board meetings, and mandatory participation in certification and training programs, as well as any continuing education requirements.; 16 to 40 hours a week at \$17.07-\$19.38 an hour.

**Night Patrol Person:** Routine patrols on foot. Most projects will be performed as a sole operator. NW maintains radio contact with police, fire and rescue. Back up assistance from the Harbormaster or Assistant Harbormasters will be available when needed. When emergency response, weather conditions, visitor loads or projects require a team, the NW will notify the Harbormaster. Basic office and log keeping, including some light computer skills, are mandatory; 16 to 32 hours a week at \$17.07-\$19.38 an hour

Job descriptions and application may be obtained from the Human Resources Office, at 260 Commercial Street, Provincetown, MA 02657 or on the Town's website at <http://www.provincetown-ma.gov/6/Employment>. Completed applications, cover letters, resumes and certifications must be submitted to the Human Resource Manager's Office by March 20<sup>th</sup> at 12PM.

*An equal opportunity employer.*

*Robin Craver, Town Manager*

Posted: Provincetown Town Buildings, <http://www.provincetown-ma.gov>, Indeed, CCYP, Town Facebook, Linked In, Banner 2/20 & 3/5  
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