



# City of Seldovia

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## **SEASONAL POSITIONS OPEN**

**Job Title:** HARBOR ASSISTANT  
**Department:** Seldovia Harbor  
**Reports:** Harbormaster/ City Manager  
**Part-time:** Seasonal May-September, Approx. 20 hours per week  
**Pay:** \$14.50 per hour

### **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
- Excellent problem-solving skills
- Coachable
- Flexible
- Team Oriented

### **PHYSICAL REQUIREMENTS:**

- Requires standing for various periods of time, mixed with bending and reaching
- Ability to lift 40lbs

NOW ACCEPTING APPLICATIONS FOR THIS POSITION  
APPLICATION FORMS ARE AVAILABLE AT THE CITY OFFICE OR

[WWW.CITYOFSELDOVIA.COM](http://WWW.CITYOFSELDOVIA.COM)

\*OPEN UNTIL FILLED\*

\*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.

Posted: 3/27/19