



*Town of Uxbridge  
21 S. Main Street  
Uxbridge, MA 01569  
Tel. 508-278-8600 Fax. 631-237-5422*

NOTICE

POSTED: January 23, 2019

NOTICE: Seasonal Job Opening  
Hours of operation Mon. - Sun. 9:00AM-5:00PM (hours are flexible)

JOB TITLE: Senior Beach Attendant

LOCATION: Pout Pond

REQUIREMENTS: Per attached job description

WAGE: \$13/hour

START DATE: May 25th (weekends only) until June 18, 2019

END DATE: September 2, 2019 (projected)

APPOINTING AUTHORITY: Town Manager

DURATION OF POSTING: Until filled

All interested, qualified candidates should submit Town of Uxbridge application, a letter of interest, resume, and the names of three professional references to Human Resources, Town of Uxbridge, 21 South Main Street, Uxbridge, MA 01569 or e-mail same to [HR@uxbridge-ma.gov](mailto:HR@uxbridge-ma.gov). Review of resumes will commence immediately and will continue until a suitable candidate is determined.

Posted: Town Hall, Library, Fire Department, Department of Public Works, Council on Aging, Police Station

*The Town of Uxbridge is Equal Opportunity Employer*

POUT POND SENIOR BEACH ATTENDANT  
JOB DESCRIPTION

Position Purpose:

The Pout Pond Recreation Committee seeks a Senior Beach Attendant to perform a variety of tasks at the Pond.

Responsibilities:

- Greet visitors in a polite and friendly manner
- Collection of fees
- Check passes and permits, and process new passes.
- Ability to take money to bank to exchange for appropriate change
- Collecting water sample and bringing to Town Hall in absence of Conservation Agent
- Keeping track of supplies and alerting proper supervisors in a timely and efficient manner
- Available to assist with daily crafts, weekend music, and other events as needed
- Contact appropriate person regarding any maintenance issues
- Monitor and disseminate information about the pond including policies and regulations
- Perform general cleaning and care of the facilities, including but not limited to raking the beach, cleaning bathrooms, emptying garbage cans
- Quickly respond to emergency situations by dialing 911

Qualifications:

- Must be at least 18 years of age
- Ability to understand and carry out directions
- Ability to count money, make change and follow documentation procedures
- Friendly, courteous to beach goers
- Enjoy working outdoors and serving the public
- Alert to emergencies, whether those of a first-aid nature or a major emergency requiring a call to 911 for emergency services.
- Red Cross certification a plus (but not necessary)
- CORI background check required

Job Environment:

This position is stationed at a remote, outdoor facility. Applicants must be comfortable working in this environment.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Move, lift, or carry objects weighing less than or equal to 30 pounds; stand, sit, hear, or walk for an extended period of time. Perform other reasonable job duties as requested.

*(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)*