

HAMILTON - WENHAM



RECREATION DEPARTMENT

16 UNION STREET  
HAMILTON, MA 01982

DIRECTOR  
SEAN TIMMONS

TELEPHONE: 978-468-2178

WEBSITE  
WWW.HAMILTONMA.GOV

### **Job Description – Gate Attendants**

The Hamilton Wenham Recreation Department is now accepting applicants for the seasonal position of Gate Attendants for the Veterans Memorial Pool at Patton Park. The pool is set to open early to mid-June and run until the end of August. Some pre-season responsibilities are also required.

The Gate Attendants are responsible for monitoring the entrance of those attending the Veterans Memorial Pool at Patton Park.

#### **Responsibilities**

- Ensure that all persons entering the pool are allowed to be there and have paid the sufficient funds to enter the pool via family or individual membership, or drop-in.
- Enforce all Facility Rules, policies and regulations
- To assist in cleaning and maintaining the pool and related areas and facilities
- To perform other duties assigned by the Pool Director
- Present professional appearance and attitude at all times; maintain a high standard of customer service
- To answer inquiries pertaining to the use of the pool or direct questions to the Supervisor on duty

#### **Qualifications**

To be considered for a Gate Staff position, applicants must be at least 16 years old.

#### **Skills**

- Thorough knowledge of Veterans Memorial Pool Rules and Regulations, hours of operation, registration policies, check in procedures.
- Effective communication skills and engage positively with the public
- Effective decision making skills
- Ability to operate a computer
- Ability to react calmly and effectively in emergency situations
- Mobility and the ability to sit, kneel, stand, stoop, communicate, reach and manipulate objects
- Ability to handle money efficiently

#### **Rate of Pay**

Starting Salary for Gate Attendants is \$11/hr.

\*\*\* Please send Resume

Sean Timmons  
Recreation Director  
Hamilton Wenham Recreation Department  
16 Union St, Hamilton MA 01982

Or send by email to:

stimmons@hamiltonma.gov

Or complete the Town of Hamilton Application for employment at

[http://www.hamiltonma.gov/Pages/HamiltonMA\\_WebDocs/Hamilton%20New%20Hire%20Application.pdf](http://www.hamiltonma.gov/Pages/HamiltonMA_WebDocs/Hamilton%20New%20Hire%20Application.pdf)