

TOWN OF BARNSTEAD

BEACH ATTENDANT

JOB CLASSIFICATION

Temporary, seasonal, non-exempt.

JOB SUMMARY

Monitor the daily activities of the town beach, enforce rules and regulations, report problems and illegal activity, perform maintenance of beach area. The Beach Attendant is not a lifeguard. It may be necessary to remind parents/guardians of their responsibility to watch their children in the water.

SUPERVISION

Works under the general supervision of the Board of Selectmen.

ESSENTIAL DUTIES

- enforce all rules and/or regulations of the beach and water recreation area.
- report any illegal activity to the Barnstead Police Department and Select Board.
- report any problems to the Select Board.
- check beach passes and/or issue beach passes when necessary to Barnstead residents only.
- maintain the cleanliness of the beach and water area, including the parking lot area, throughout the day by picking up rubbish.
- maintain a friendly and courteous relationship with patrons and other employees.
- strive to establish positive public relations for the Town of Barnstead and Select Board.
- checking the port-o-potty daily to ensure its continuous scheduled cleaning and maintenance occurs.
- adjust the swim line as needed.
- document daily all activities including weather, number of patrons using the beach, beach passes issued, maintenance issues, compliments and concerns or anything worth noting for the day, to ensure reasonable care was exercised in maintaining the beach.
- post the sign **"WARNING: NO LIFEGUARD ON DUTY"** AT ALL TIMES.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of Town policies and procedures. Ability to carry out oral and written instructions, ability to communicate effectively using both oral and written means of

communication and ability to handle multiple tasks.

MINIMUM QUALIFICATIONS REQUIRED

1. Knowledge and level of competency commonly associated with the completion of a high school diploma or equivalent.
2. Experience sufficient to understand the diverse objectives and functions of the position, or experience which demonstrates possession of the required knowledge, skills and abilities.

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).

The ability to read, write, speak clearly and to hear will be needed to deal with the public and co-workers, to receive and issue instructions. Vision and manual dexterity will be needed to enter and review data as well as to operate hand held radios and/or cell phone. The work requires some physical exertion such as long periods of standing, walking over rough, uneven surfaces; recurring bending, stooping, stretching, reaching, or similar activities; recurring lifting, carrying and/or moving 25 pounds or less as necessary to perform the essential functions of the job.