



**TOWN OF BARNSTABLE**  
**BARNSTABLE RECREATION DIVISION**

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**HYCC**  
Hyannis Youth & Community Center

*E-Mail: Recreation@town.barnstable.ma.us*

**To:** Gate Attendant & Beach Attendant applicants  
**From:** John Gleason, Assistant Recreation Director  
**Subject:** Summer 2018  
**Date:** 3/1/18

**Gate Attendant Job Description:** This is an outdoor position responsible for positive customer service, collection of revenue at various sites, and checking of parking permits. Sweatshirt and shirts provided as uniform.

**Position Hours:** Monday – Sunday, 5 days a week either 8:30 a.m. to 4:00 p.m. or 9:00 a.m. to 4:30 p.m. (Each employees schedule will differ depending on days off and beach site.). Craigville and Covell’s Beach hours are 6:30am to 5:00pm.

**Minimum Requirements:** Must be American Red Cross Workplace First Aid & AED/CPR certified. Must have a high school diploma or equivalent required.

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**Beach Attendant Job Description:** This is an outdoor & indoor position with the primary responsible of keeping the beach facilities clean; other duties include positive customer service and assisting Beach Supervisor. Sweatshirt and shirts provided as uniform.

**Position Hours:** Monday – Sunday, 3-5 days a week, Noon to 5:00 pm. (Each employees schedule will differ depending on days off and beach site.). Craigville Beach hours are 12:00pm to 7:00pm.

**Minimum Requirements:** Must be 14 years of age or older. American Red Cross Adult and Pediatric First Aid/CPR/AED certification recommended.

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**Important Information:**

- \* **Apply Online (March 1<sup>st</sup>):**  
<http://www.townofbarnstable.us/HumanResources/employmentcc.asp>
- \* **New Employee Interviews: Begin March 20 and continue until all positons are filled.**  
You will receive an email for interview after you apply online.
- \* **Orientation/Training: All employees must be able to attend a mandatory orientation May 21 (Gate Attendants) and May 24 (Beach Attendant).**
- \* **Pre-season: Beginning Memorial Day weekend (May 26th) preseason work may be available on a first-come, first-served basis.**
- \* **If you have any questions or concerns, please contact John Gleason at 508-790-6345 Ext. 128 .**