



PORT ALBERNI PORT AUTHORITY

Seasonal Summer Staff

The Port Alberni Port Authority invites applications for seasonal summer employment beginning March 1, 2018 to September 30, 2018 at all four Port Authority marinas as well as China Creek Campground.

Duties include, but are not limited to: launch ramp attendants, grounds maintenance, fuel dock assistance, campsite maintenance, janitorial duties, garbage pickup & removal, office duties such as telephones, booking reservations for campsites or boat moorage, registering customers, collecting fees and other duties as assigned by the Marina Coordinator.

Successful applicants should be team oriented with an outgoing personality, enjoy working with the public and have the ability to deal professionally with all users of the marina facilities. This is a fast paced working environment which includes office duties as well as working outdoors. In addition, general maintenance and repair skills, computer and cash register and cash handling skills, general knowledge of the Alberni Inlet and previous experience and knowledge of Port Authority marinas and China Creek Campground facilities are considered assets. Must be available to work days, evenings, weekends, holidays, and be flexible in the location of daily assigned work schedules. Applicants must possess a valid BC driver's license.

Applications must include a cover letter, resume and three (3) references. Applications must be received by 3:00 p.m., Friday, February 16, 2018 and be emailed to bfilipchuk@alberniport.ca or addressed to:

Port Alberni Port Authority
Attention: Bianca Filipchuk, Manager Administration & Properties
2750 Harbour Road,
Port Alberni, B.C. V9Y 7X2

Successful candidates will be eligible to register for the Port Alberni Port Authority's Annual Bursary.

The Port Alberni Port Authority regrets that only those candidates selected for an interview will be contacted.