



PORT ALBERNI PORT AUTHORITY
2750 Harbour Road
Port Alberni, BC V9Y 7X2
Tel. (250) 723-5312 Fax. (250) 723-1114
www.portalberniportauthority.ca

ADMINISTRATION PORTUAIRE DE PORT ALBERNI
2750, Harbour Road
Port Alberni, BC V9Y 7X2
Tél. (250) 723-5312 Fax. (250) 723-1114
www.portalberniportauthority.ca

MARINA-FACILITIES ATTENDANT

The Port Alberni Port Authority (PAPA) invites applications for the newly created regular full-time position of Marina-Facilities Attendant. This position offers a diverse work environment with an attractive wage and benefits package within ILWU Local 517.

The Marina-Facilities Attendant has responsibility for performing Marina Administration, Custodial, Maintenance, Repairs, Laundry and Gardening. The Marina/Facilities Attendant will conduct their operational duties at Port Authority marinas, administration & terminals building and other facilities in a safe, responsible and efficient manner.

The ideal candidate will possess sound knowledge of custodial care and maintenance of buildings, marinas and campground facilities, while using standard methods, materials, tools and equipment.

Other desired attributes of the successful applicant may include:

- Previous experience as a Marina Attendant, preferably at one of PAPA's marina facilities
- Ability to work independently and make sound decisions based on communication with designated supervisor
- Physical strength to lift up to 50 pounds, agility and coordination sufficient to perform the work
- Ability to understand and execute oral and written instructions
- Experiences in janitorial, minor building maintenance, grounds maintenance or an equivalent combination of training and experience in related fields
- Demonstrated value of building positive professional relationships within a close-knit work environment
- Completion of Grade 12 or equivalent education
- BC Driver's License
- WHIMIS Certification
- First Aid Certificate

Prior to hiring, the successful applicant must complete a criminal record check and submit to the Manager Marina Services for review by PAPA.

Applications to be emailed and must include a cover letter and resume and three (3) references no later than: 3:00 p.m. April 5, 2019 and be addressed to:

Port Alberni Port Authority
Attention: Bianca Filipchuk,
Manager of Administration & Properties
bfilipchuk@alberniport.ca

*The Port Alberni Port Authority regrets that only those selected for an interview will be contacted.
No telephone enquiries please.*