



MUNICIPALITY OF SKAGWAY

GATEWAY TO THE KLONDIKE
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JOB ANNOUNCEMENT PORT GROUNDSKEEPER

The Municipality of Skagway is accepting applications for the position of Groundskeeper. This is a seasonal position working 32-40 hours per week with possible overtime. The term of employment may begin as early as April 1, 2024, and may extend through October 30, 2024. This position is not eligible for benefits.

WAGE RANGE: Grade 10, \$25.00-\$26.92 per hour, rate of pay at appointment DOE not to exceed pay scale step #4.

The Groundskeeper will work under the direction of the Harbormaster and the Port Director and will perform a variety of tasks related to the operation and maintenance of harbor and port facilities.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Experience in grounds and facility maintenance
- Ability to operate and maintain maintenance equipment.
- Ability to solve problems creatively and to work independently with minimal supervision.
- Hold Valid Alaska Motor Vehicle Driver's License.
- Physical ability to lift heavy loads and perform maintenance in all weather conditions.

DUTIES: Principal duties include but are not limited to the following:

- Manual labor requiring the use of hand and power tools.
- Operation and maintenance of machinery such as lawn mowers and chain saws and other equipment.
- Perform basic carpentry, painting, plumbing and a variety of general maintenance skills.
- Keep buildings in clean and orderly condition.
- Perform heavy cleaning duties, such as cleaning floors, lavatory fixtures, washing walls and glass, and removing rubbish.

Applicants must submit a completed Municipality of Skagway application form to the borough office at the above address or by email at a.lawson@skagway.org. **This position is open until filled.** For an application, job description or further information, please contact a.lawson@skagway.org. The employment application is also available on the municipal website, www.skagway.org.

POSTED 3/28/24

The Municipality of Skagway is an equal opportunity employer.