



Job Opening

Job Title: Assistant Harbormaster
Pay Rate: \$17.00/hr - \$19.99/hr DOE (Grade 3)
Department: Harbor, City of Craig
Date Posted: June 17, 2021

Position Summary

Under the general direction and supervision of the Harbormaster, the Assistant Harbormaster assists in day-to-day operations and maintenance of all docks and harbor facilities, maintains accurate records of vessels and performs occasional office duties.

Qualifications

- Must work well with people.
- Must be able to work with minimal supervision.
- Must have a high school diploma or equivalent.
- Must be at least 18 years of age and possess a valid Alaska Driver's License.
- Must have basic skills/knowledge for operating small harbor vessels.
- Must be able to lift 70 pounds, work outside, and have knowledge of maintenance-type equipment and tools.
- Must have basic plumbing and carpentry skills.
- Must have good typing and basic computer skills.

Hours of Work

40 hours+ per work. Weekends and on-call time required.

Applications

Complete job description and application are available at City Hall, 500 Third Street, or online at www.craigak.com. Please submit completed applications to hr@craigak.com, or drop off at City Hall. **Position open until filled.**

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