

**City of Grosse Pointe Farms
Parks and Recreation Department**

Harbor Security

General Statement of Duties:

Harbor Security persons are responsible for working with boaters and making sure all boats are safe throughout the Harbor. The shifts for this position are 4:00 p.m. – Midnight or Midnight – 8:00 a.m. all days of the week, but no more than 32 hours per week.

Supervision:

Supervision will normally be provided by the Director of Parks and Recreation or another employee with designated.

Typical Examples of Work:

- Walking the Harbor to ensure boats are safe and floating.
- Answer patron questions regarding the Harbor.
- Reporting anything needing attention or an incident in the Harbor Log Book.
- Calling patrons if anything is wrong with their well (i.e. boat is sinking, mooring lines aren't properly tied, etc.)
- Operating the Boat Hoist.
- General Manual Labor

Desirable Qualifications For Employment:

- Must have valid and current driver's license.
- Must be able to take initiative.
- Must have basic computer knowledge.
- Ability to understand and follow oral and written instructions.
- Ability to work effectively with the public and other employees.