



TOWN OF RIVERHEAD RECREATION DEPARTMENT

Summer Employment Opportunities

General Information

Applicants may apply for more than one position. All selected workers must provide their own transportation to all job sites. The Town Board reserves the right to amend any conditions it deems necessary. For further information, contact the Recreation Department Office at 727-5744 ext 27.

Park Attendant II

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| Minimum Qualifications | A minimum age of 18 years. |
| Brief Job Description | Perform assigned duties such as preparing and lining ballfields, litter pickup, cleaning restrooms, painting and other related landscaping work. April through Labor Day. Includes day/ evening shifts, weekends and holidays available. Must have current NYS Drivers license to operate mechanical equipment. |
| Rate of Pay | \$9.75 per hour |

Beach Attendant/ Concession Stand Attendant

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| Minimum Qualifications | A minimum age of 16 years. |
| Brief Job Description | Beach Attendant requires a degree of responsibility such as accurately distributing Parking Permits, accounting for monies collected, cleaning of rest rooms daily, policing parking lots and adjacent beach area, and other related duties. Concession Stand Attendant requires handing of money and the selling, inventory and ordering of food stuffs. Both positions include working on weekends and holidays. Beaches season from Memorial Day Weekend – Labor Day. Work hours are from 9:45 a.m. to 5:15 p.m. Concession Stand positions are at Iron Pier & South Jamesport Beaches. |
| Rate of Pay | \$8.70 per hour |

Lifeguard

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| Minimum Qualification | Lifeguard Training Course Certification, BLS CPR/AED Certification, Standard First Aid Course and a Waterfront Certification approved by Suffolk County |
| Brief Job Description | Perform lifesaving duties and beach cleaning tasks as designated by Riverhead Recreation Dept. Position includes working weekends and holidays. Work hours are from 9:45 am to 5:15 pm. from the end of June through Labor Day. |
| Rate of Pay | \$11.00 per hour |

Water Safety Instructor

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| Minimum Qualification | Lifeguard Certified with CPR/ AED, Waterfront and Water Safety Instructor (WSI) Certification approved by Suffolk County. |
| Brief Job Description | Teach water safety and swim instruction to youth and adults at Town beaches as prescribed by the American Red Cross and the Recreation Dept. A minimum of 35 hours per week for 8 weeks, beginning the last week in June. |
| Rate of Pay | \$11.25 per hour – starting pay |

Summer Recreation Aide

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| Minimum Qualification | A minimum age of 16 years. |
| Brief Job Description | Work with children in a counselor situation. Lead organized games, sports and arts & crafts. A minimum of 40 hours per week for 8 weeks beginning the last week of June. |
| Rate of Pay | \$8.75 per hour |

Scorekeeper

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| Minimum Qualification | A minimum age of 16 years. |
| Brief Job Description | Keep the Official Scorebook for Men's/ Women's Softball League Games and operate Scoreboard. Work hours are from 6:30 – 10:30 p.m. Monday – Thursday (some Fridays). Must be familiar with softball/ baseball. |
| Rate of Pay | \$8.25 per hour |

TOWN OF RIVERHEAD – RECREATION DEPARTMENT

SEASONAL EMPLOYMENT APPLICATION

(PLEASE PRINT)

Position applying for _____

Name _____ Social Security # _____

Address _____

Telephone# _____ Date of Birth _____

| Name of School | Education (Starting with most recent) Degree/Diploma | # of Credits | Dates |
|----------------|---|--------------|-------|
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| | | | |

Have you ever been employed by the Town of Riverhead Yes _____ No _____

If yes, list dates of employment and title held:

| Dates | Title |
|-------|-------|
| | |
| | |

Please describe any relevant training and/or experience. Include dates of employment, hours worked per week and duties performed. Also list any certificates earned.

Please list references (include name, address, phone#):

1. _____
2. _____

I declare, subject to penalty of perjury, that statements made in the application are true.

Signature of applicant _____ Date _____

Signature of parent/ guardian if under 18 years of age _____

Date _____

For Office Use Only

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|--------------|--------------|--|
| JAB | DRIVERS LIC. | |
| ACCT | FIRST AIDE | |
| FOOD HANDLER | CPR | |
| LIFEGUARD | WSI | |