



# TOWN OF KITTERY

## Human Resources

200 Rogers Road, Kittery, ME 03904

Telephone: 207-475-1332 Fax: 207-439-6806

[jobs@kitteryme.org](mailto:jobs@kitteryme.org)

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### EMPLOYMENT OPPORTUNITY – SEASONAL GROUNDS & MAINTENANCE ASSISTANT / GATEKEEPER FORT FOSTER

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The Town of Kittery is seeking a Seasonal Grounds and Maintenance Assistance/Gatekeeper. Seasonal Grounds and Maintenance Assistant duties include maintaining roadsides, cutting trees, raking leaves, cleaning bathrooms and grills, mowing grass, operating equipment including mowers, trimmers, leaf blowers, and other equipment, driving a Town vehicle and other duties as assigned. Seasonal Gatekeeper duties include greeting visitors, checking passes, selling daily and seasonal passes, completing daily attendance logs, preparing deposits, and other duties as assigned. Seasonal employees will spend time in both roles.

The starting range for the position is \$16.00 to \$18.00 per hour based on experience. Seasonal employment may be between 10 to 40 hours per week based on your availability between Memorial Day and Labor Day, and hours may vary during May and September. Schedules may include weekend hours.

Candidates must be 18 years of age or older, have a valid driver's license, and be able to responsibly handle money, and demonstrate good customer service skills. This position also requires a pre-employment motor vehicle and general background check.

Experience as a laborer or equipment operator, and/or cashiering or money handling preferred, or a strong interest in grounds maintenance, a combination of relevant work experience, and an interest in public service.

The position typically involves heavy physical work, lifting up to 50 pounds. Candidates must be physically able to operate a variety of machines and equipment, to move or carry job-related objects or materials; capable of walking, crawling, crouching, stooping, kneeling, pushing, pulling, lifting, and carrying heavy objects.

Please complete the application located on our website at [www.kitteryme.gov](http://www.kitteryme.gov) under employment opportunities and submit to:

Human Resources  
Town of Kittery  
200 Rogers Road, Kittery, ME 03904  
[jobs@kitteryme.org](mailto:jobs@kitteryme.org)

**Accepting applications until position is filled**

The Town of Kittery is an Equal Employment Opportunity Employer and is committed to excellence through diversity in its staff. We strongly encourage all qualified individuals to apply.