



Town Of Miami Lakes
15150 NW 79 Court, Miami Lakes, FL 33016
www.miamilakes-fl.gov

Job Openings

Position: RECREATION AIDE, AQUATICS AND MARINA OPERATIONS (PART-TIME)

Salary Range: \$ 10.30 - \$12.55 per hour

Part Time, Non-Exempt Position

The Town of Miami Lakes (population 29,300) is seeking an experienced Recreation Aide who will assist the Community and Leisure Services Department with routine park operations including the Town's marina and dockage facilities.

Duties include:

- Opening and closing park facilities, including marina, on days and times that marina is open to the public
- Perform daily maintenance and inspection of facilities prior to opening and closing of facility
- Performs routine grounds maintenance and janitorial services as needed.
- Perform daily inspections of park facilities, including marina and dockage facilities and equipment

Minimum Qualifications: High School diploma ; Speak and understand English; Bilingual a plus; Must have 2 to 5 years of Parks and Recreation experience; Must be able to complete and pass a background check in accordance with the Town of Miami Lakes Administrative Order #07-01; Current First Aid/CPR Certifications required

Desirable Qualifications: Ability to operate a small watercraft; Lifeguard Training/Certification; Training and experience in boater safety and/or aquatic program management and safety; Marina, Dock, fishing management and supervision experience, desirable.

**To apply for any of these positions, Please forward letter of interest, resume to
Town of Miami Lakes via email to: jobs@miamilakes-fl.gov**

The Town of Miami Lakes is an equal opportunity employer and a drug-free workplace. Applicant must comply with employment policies established by the Town of Miami Lakes. This may include, but is not limited to, a written examination, comprehensive background investigation and drug/alcohol screening.