

Night Watchman

Job Posting:

662040

Posted On: Jan 01,

2022

Updated On: Dec 31,

2021

Job Description

Night Watchman, Brown Bros Inc dba Browns Wharf Inn, Boothbay Harbor, ME; 1 temp, full time, seasonal job, 04/01/22 to 10/25/22. \$17.70/hr. 11:00 pm to 7:00 am. 36 hours. Possibility, but not guarantee of overtime at \$26.55/hr. Check all buildings for unlocked doors and windows; check perimeter of all buildings and marina docks at start of shift. Review with departing front desk clerk list of late-arriving new guest check-ins and any foreseeable security concerns the front desk clerk might have for the upcoming evening. Monitor closed-circuit security cameras and alarm systems from the front desk; respond to and investigate any alerts. Walk the grounds, marina docks and buildings of the property every hour throughout shift to check for any suspicious activity; records findings in logbook. Answer phone calls, take messages and respond to guest requests and questions in a professional and courteous manner. Notify police, fire department or other appropriate authority of any emergency situation. Check in late-arriving guests, if any, and direct them to the location of their room. Tidy guest lobby for coffee service in guest area beginning at 6:30 a.m. Closes shift with writing and delivering a daily report in the logbook to document all observations, altercations, law enforcement interactions and other developments that occurred during shift. 3 months experience security guard or law enforcement required. No education required. Will train. A single workweek will be used to compute wages due. Workers will be paid weekly on Wednesday. All deductions required by law from the worker's paycheck will be made. Supplies, work tools and equipment are provided free. Optional, limited employer owned group housing subject to availability; Shared room: \$85.00 per wk, Single room: \$110.00 per week will be deducted from paycheck weekly. Visa and related fees including those mandated by the government will be reimbursed in the first work week. Transportation, (including meals and, to the extent necessary, lodging), to the place of employment will be provided, or its cost to workers reimbursed, if the worker completes half of the employment period. Employer agrees to reimburse inbound transportation and subsistence expenses (subsistence is \$13.17 per day minimum, without receipts, to a maximum of \$55.00 per day, with receipts) from the place from which the worker has come to work for the employers, whether in the US or abroad, to the place of employment. Return transportation and subsistence will be provided if the worker completes the employment period or is dismissed early by the employer. Guarantee to offer work for hours equal to at least 3/4ths of the workdays in each 12-wk period for the total employment period. Please send resumes to Brown Bros Inc DBA Brown's Wharf Inn, 121 Atlantic Ave, Boothbay Harbor, ME 04538 Phone: (207) 633-5440 or contact Midcoast Career Center, 275 Bath Road, Suite #3, Brunswick, Maine 04011 Phone: (207) 373-4000. Refer to job order #662040.

Credentials Needed

N/A

Job Overview

Job Type

Full Time

Permanent/Temporary

Temporary

Internship

No

Shift(s)

Night Shift

Other Shifts

N/A

Average Hours Per Week

40

Overtime

Available

Affirmative Action Job

No

Green Job

No

H-1B, H-2A, or H-2B Recruiting

H-2B Recruitment

Is there a formal program for training new employees?

No

Apprenticeship

No

Apprenticeship Registration Number

N/A

Remote Available

No

Travel Required

No

Is driving an essential function of this job?

No

Is accessible by public transportation?

No

Pay Type and Salary

Wage Range

Wage: \$17.70 dollars per hour

Additional Wage Information

Possibility, but no guarantee of overtime at \$26.55 per hour.

Additional Information

Other Benefits

Optional, limited employer owned group housing subject to availability; Shared room: \$85.00 per wk, Single room: \$110.00 per week.

Essential Talents

- Answer alarms and investigate disturbances.
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- Circulate among visitors, patrons, or employees to preserve order and protect property.
- Inspect and adjust security systems, equipment, or machinery to ensure operational use and to detect evidence of tampering.
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- Lock doors and gates of entrances and exits to secure buildings.
- Respond to medical emergencies by administering basic first aid or by obtaining assistance from paramedics.

Essential Tools and Technologies

- Photocopiers
- Wireshark
- Multi-line telephone systems
- Multipurpose fire extinguishers
- Personal computers
- Security alarm systems
- Security surveillance systems
- Switchboards
- Flashlights
- First aid kits
- Desktop computers

Essential Work Activities

- Analyzing Data or Information
- Assisting and Caring for Others
- Communicating with Persons Outside Organization
- Communicating with Supervisors, Peers, or Subordinates
- Developing Objectives and Strategies
- Documenting/Recording Information
- Establishing and Maintaining Interpersonal Relationships
- Evaluating Information to Determine Compliance with Standards
- Getting Information
- Handling and Moving Objects
- Identifying Objects, Actions, and Events
- Interacting With Computers
- Interpreting the Meaning of Information for Others
- Judging the Qualities of Things, Services, or People
- Making Decisions and Solving Problems
- Monitor Processes, Materials, or Surroundings
- Organizing, Planning, and Prioritizing Work
- Performing for or Working Directly with the Public
- Performing General Physical Activities
- Processing Information
- Provide Consultation and Advice to Others
- Resolving Conflicts and Negotiating with Others
- Scheduling Work and Activities
- Thinking Creatively
- Updating and Using Relevant Knowledge

Contact Information

Michelle Wilson , Manager

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