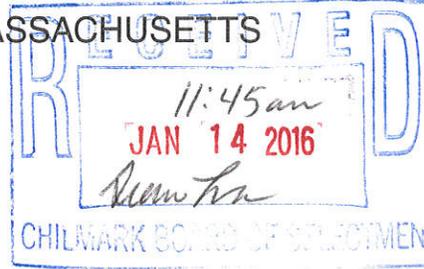




www.chilmarkma.gov

TOWN OF CHILMARK
CHILMARK, MASSACHUSETTS



TOWN OFFICES:
Beetlebung Corner
Post Office Box 119
Chilmark, MA 02535
508-645-2100
508-645-2110 Fax

Position Vacancy Notice

POSTING DATE: 14 January 2016

START DATE: 3 February 2016

TITLE: **Assistant Shellfish Constable**

INITIAL RATE OF PAY: **GRADE 6: Step 1 \$22.10/hr.**

PART-TIME: **30 Hours a week/variable. (1,608 hrs./Year)**

BENEFITS: 75% Health & Life Insurance, Employee Assistance Program, Dukes County Retirement System, Deferred Compensation savings plan,

SUMMARY OF DUTIES: Assist the Shellfish Constable to maintain the viability of the Town's ponds and other waterfront resources, which support the local shellfish industry and its recreational and commercial shell fishermen; participate in the development and implementation of a program to protect and expand local shellfish propagation; maintain facilities related to shellfish and perform other related duties as directed by the Shellfish Constable.

REQUIREMENTS:

- To make daily checks of town's ponds and shell fishermen in season; assist other town departments.
- To issue permits and check permits as needed
- To issue civil/criminal citations for violations and to follow up with attendance in court as needed.
- **To assist with shellfish propagation efforts.**
- **To assist with maintenance and construction of equipment for shellfish propagation program.**
- **To assist with the protection of the shellfish beds from oil spills and other sources of pollution.**
- To participate in trainings as requested.
- To participate in shellfish meetings and presentations as requested by Propagation Agent/Shellfish Constable.
- To record data pertaining to shellfish harvests.
- To maintain daily logs.
- Serve the public courteously and responsively
- Effective communication skills.
- Pre-employment physical examination

APPLICATION: Contact the Selectmen's Office with your Resume and Cover Letter for an application and position description. jobs@chilmarkma.gov 508-645-2101

DEADLINE: Completed Applications with a cover letter and resume should be submitted to the Selectmen's Office by **4 PM on Thursday January 28th 2016.**