



Town of Old Orchard Beach

Human Resources
OOB Town Hall
1 Portland Avenue
OOB, ME 04064

Fran Beaulieu
Telephone: (207) 934-5714 Ext. 1532
Fax: (207) 934-0755
Email: fbeaulieu@oobmaine.com

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April 2017 Monthly Update from the Human Resource Office

Human Resource Manager:

The busy season has begun! Applications are coming in for various summer positions and interviews are almost a weekly occurrence. We are still accepting applications for all seasonal positions.

A new Facebook information page has been created. You can find the page at <https://www.facebook.com/TownOOB/>. All job postings as well as quick information from Town Departments will be found here.

Fiscal year end updates are in process and will be ready by the end of June.

Union Contracts:

We are in negotiations with 3 of our Unions:

- IAFF Local 2247 (Fire)
- Teamsters Local 340 (Town Hall Clerical & Maintenance)
- AFSCME Council 93 Local 481 (Public Works)

Hiring:

We advertised for the following positions:

- Firefighter/Paramedic
- Per Diem Firefighters
- Police Officer
- Reserve Police Officers
- Summer Camp Junior Counselors
- Summer Camp Senior Counselors
- Summer Camp Coordinators
- Beach Cleaners
- Ballpark Help
- Public Works Seasonal Laborer
- Lifeguards
- Planning/Code Administrative Assistant

Interviews have begun for Recreation Summer Camp, Police Summer Reserve Officers, Per Diem Firefighters, a Patrol Officer & Lifeguards.

Training:

We had a training done by SafetyWorks of Maine for our Wastewater and Public Works Departments. It was well attended and recorded for those who missed the class.

Wellness:

We hosted a Kick the Sugar class. We had 12 employees attend, including all of the Wastewater employees! We had some great discussions on “fake” sugar and how the chemicals create chaos in our bodies.

Monthly wellness tips are sent to all employees and cover various topics from cancer to healthy eating to sleep patterns. We are looking to set up more quarterly wellness lunch & learn classes.

Upcoming:

- Updating Personnel Policy
- Updating employee evaluation form
- Seasonal hiring begins
- Fiscal Year End prep

Respectfully,

A handwritten signature in black ink that reads "Fran Beaulieu". The signature is written in a cursive, flowing style.

Fran Beaulieu

Human Resource Manager