



Town of Old Orchard Beach

Human Resources
OOB Town Hall
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January 2019 Monthly Update from the Human Resource Office

Human Resource Manager:

In January, we began plans for a Career Fair to fill our summer positions. By offering on the spot interviews and time for applicants to speak to Staff, we are hoping to fill positions quickly. This is a new idea that we hope will work well and become an annual event.

We made some updates to the Personnel Policy to allow permanent part time employees to earn vacation & sick time. We also added language to allow non-union employees to utilize the MainePERS retire/rehire in place program.

The 1095-C forms were completed and sent to employees.

CAREER Fair

The Town of Old Orchard Beach is hiring.
Date: March 16th (Storm Date March 23rd)
Time: 9am – 2pm
Location: Council Chambers at 1 Portland Ave OOB

Immediate Interviews
(for most positions)

Open To Public

No Registration Required

Seasonal Positions:

- Parking Enforcement
- Reserve Officers
- Ballpark Event Staff
- Summer Camp Counselors
- Lifeguards
- Public Works/Waste Water Laborers

Year Round Positions:

- Per Diem Firefighters
- Fire Call Force & Fire/Police

- Come dressed for an interview
- Bring your resume, certifications, ID, etc
- Meet with Departments to learn about the positions
- Find the best fit for your Career
- Fill out our application
- Set up an appointment for an interview (Reserves and Per Diems will have prescreening)

It's that easy to begin a career with OOB!!

FMI: Call Human Resources at (207) 937-5632 or email: fbeaulieu@oobmaine.com

Union Contracts:

- We are in negotiations for the Waste Water contract.
- Police negotiations are in talks to begin.

Hiring:

We advertised for the following positions:

- Per Diem Firefighters
- Call Fire
- Gull Care counselors (After School Care)
- Patrol Officer
- Deputy Fire Chief
- Firefighter/EMT
- Summer Camp Counselor
- Parking Enforcement
- Reserve Police Officers
- Lifeguards
- Laborers
- Staff Accountant
- Payroll/Accounts Payable Clerk
- Assistant Planner

Wellness/Safety:

We are planning upcoming meetings and Wellness classes.

Upcoming:

- Updating Personnel Policy
- Updating employee evaluation form
- Holding training for employees

Respectfully,



Fran Beaulieu, Human Resource Manager