

Retirees, Teachers, College Students, High School Students, anyone looking for work – Want summer employment at Treasure Lake? We are looking to hire seasonal workers for both part-time and full-time positions in many areas.

ADMIN

Back Office Clerical

Seasonal position starting in early April going through mid to late June.

This position will work in the back office. Must be a quick learner, computer savvy with the ability to work quickly and accurately, detail oriented, able to follow TLPOA policies, and maintain confidentiality.

Part-Time or Full-Time, Monday– Friday with an occasional Saturday.

SECURITY

Boat Patrol

Seasonal position starting Memorial Day weekend through Labor Day weekend.

This position must have some boating experience. Using the TLPOA boat, this position will patrol the lakes for safety and policy violations.

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.

KOA Guard Shack

Seasonal position starting Memorial Day weekend through Labor Day weekend.

This position will man the guard shack at the KOA. It will assist with evening KOA check-ins and escorts and assist with patrolling the area.

GOLF MAINTENANCE

Maintenance Tech

Seasonal position starting in mid-April through sometime in October.

This position is responsible for a variety of light, unskilled manual labor functions to help maintain the golf courses. Ability to perform multiple tasks on the courses each day such as, but not limited to: mowing greens, fairways, tees, aprons and bunkers, moving pin locations, raking bunkers, mowing rough, hand mowing green banks, string trimming, overseeding divots and other tasks assigned by the supervisor. Must operate equipment safely and efficiently.

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.

KOA/CAMPGROUND

Office Assistant

Seasonal position starting in early April through sometime in October.

This position is the front line and first point of contact with the Treasure Lake KOA guests and Cayman Landing property owners. Assist in routine daily tasks and must maintain a high level of quality customer service and strive to effectively resolve complaints, issues, and questions. This position must strictly observe all confidentiality policies of the TLPOA.

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.

Campground Store Clerk

Seasonal position starting in early April through sometime in October.

This position must be dependable and consistently provide high-quality customer service while maintaining a clean and safe environment. Responsible for the day-to-day operations of the campground store to include, but not limited to, the ability to maintain and stock merchandise, retail sales, and keeping the facility and equipment clean. Ability to accurately ring up sales and handle money.

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.

Outside Maintenance

Seasonal position starting in early April through sometime in October.

This position works in the KOA Campground area doing such jobs as cleaning fire pits, mowing, weeding, emptying trash, escorting campers to their sites, fixing/repairing problems at the campsites, filling potholes, and general maintenance.

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.

Honey Wagon Operator

Seasonal position starting in early April through sometime in October.

The position is responsible for safely servicing RV and camper pump outs and assists with other general maintenance tasks. Must possess a valid PA driver's license and have experience driving a truck with a trailer.

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.

MAINTENANCE

Maintenance Tech

Seasonal position May through September.

This position assists with landscaping, general labor, community maintenance and cleanup, and facility maintenance. Must have a valid and clean driving record.

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.

RECREATION

All recreation positions will have mandatory training before the start of the season. The season runs from Memorial Day weekend through Labor Day weekend. Positions are part-time or full-time with flexible work hours that must include weekends and holidays.

Pass Checkers

As a Pass Checker you must be dependable. Your primary responsibility is to greet property owners and guests. You must be able to follow TLPOA policies on who is allowed in the pool/beach and have the ability to turn those without proper ID away. You will also validate and sell daily passes for using the swimming pool and/or beach areas. Assists with maintaining the pool and concession areas. Must be able to keep accurate records and be responsible for accurate money handling using basic math skills. Provide assistance to all members and guests as needed.

Lifeguards

This position is responsible for the safety of any person using the swimming pool or beaches by supervising swimmers using proper water scanning, consistent rule enforcement, stopping inappropriate behavior, preventing injuries, and providing emergency intervention when needed. Needs to monitor equipment and supplies and maintain the work area and surrounding environment. May occasionally sub in other Recreation positions. Must have a current lifeguard certification and CPR and First Aid training.

Tennis Staff

As a member of the Tennis Staff, you must be dependable. Your primary responsibilities are to greet patrons and validate their passes per TLPOA policy, assist with tennis lessons, rent equipment, maintain lesson and court time schedules, assist with tournaments, sell daily guest passes and snacks, keep accurate records and will be responsible for accurate money handling using basic math skills. Sweep, clean, and assist in maintenance of the courts. Assist all members and guests as needed.

Marina

This position must be dependable and is responsible for the day-to-day operations of the Marina. Must have excellent customer service skills and attentiveness to the customers. Ability to maintain, stock and sell merchandise, and keep the facility and equipment clean. Must have accurate money handling and basic math skills.

Event Assistant

This is a part time position. Hours will vary based on the schedule of our events and availability for evenings and holidays may be necessary. Must be capable of moving tables and chairs for set up and tear down of each event. Must be motivated to help when needed and be detail oriented to assist in creating the desired floor plan. Other duties may be assigned.

CONCESSION STAND

Poolside Supervisor

Seasonal Full-Time Position starting mid-May through Mid-Sept.

This position supervises and participates in the day-to-day operation of the poolside concession stand. Must be at least 18 years of age in order to serve alcohol. Responsible for placing orders to keep inventory at the needed levels, scheduling workers, assisting in maintaining and cleaning equipment, creating a clean and safe environment, and servicing customers. Accountable for accurate money handling. Requires working some weekends and holidays.

Poolside Concession Stand Worker

Seasonal position starting Memorial Day weekend through Labor Day weekend.

This position must be dependable and consistently provide high-quality customer service. Responsible for assisting in the day-to-day activities of servicing customers and keeping the equipment, facility and surrounding areas clean. Ability to ring up sales and accurately handle money (Duty limitations may be defined by PLCB/State regulations).

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.

GOLF

Inside/Outside Pro Shop Attendant

Seasonal position starting at the end of April through sometime in October.

This position assists with day-to-day operations at the Gold and Silver Gold Courses. Responsible for helping with tee times, merchandising and sales, collecting player fees, assisting with tournament administration, maintaining the environment of the golf amenity, and assisting with carts when needed while anticipating and meeting the needs of our members and guests. Must have good customer service skills and act in a friendly, attentive, and professional manner. Should be detail orientated and able to multi-task. Must have a valid driver's license. Knowledge of the game of golf and experience in retail sales is a plus.

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.

Outside Cart Attendant

Seasonal position starting by end of April through sometime in October.

This position is responsible for assisting with day-to-day operations under the direction of the Inside Pro Shop Attendant, keeping the golf carts clean and staged, and helping to maintain the environment of the golf amenity to include the driving range/practice facility, while anticipating and meeting the needs of our members and guests.

Part-Time or Full-Time, ability to work a flexible schedule which includes weekends and holidays.