



HARBOUR RIDGE

YACHT & COUNTRY CLUB

"BE INTERESTED"

www.Harbour Ridge.com

WATERFRONT MANAGER

Job Summary: The ideal candidate will have strong leadership and communication skills and a good understanding of the marine and hospitality industry. This position is the face of the marina. Oversee all marina and waterfront operations. Oversee all work performed by the dock master. Ensure marina is well maintained, safe, and clean. Administrative duties required including but not limited to financial budgeting, invoice processing, QuickBooks knowledge preferred. Assist Yacht Club, members, and guests with all waterfront related needs.

Desired Skills & Experience

A minimum of 2 - 3 years' marina supervisor or management experience for a private club, resort or marina.

Clean driving record and Safe Boating Certification from USCG required

In depth knowledge of motivating, supervising and training staff

Energetic, personable and welcoming demeanor a must

Assist with all entertainment or any party/event hosted by the Yacht club

Possess effective oral and written communication skills

Excellent computer skills and QuickBooks knowledge preferred

Possess an ability to multi-task and to manage daily activities while always exceeding member expectations

Must be flexible with schedule demands, weekends required

Additional Information

Type: Full-Time, Year-Round, 401(k) and Health Benefits

Compensation: Commensurate with experience

Submit your Resume to n.plaitis@hrycc.org or Fax to (772) 873-6020