

FRNSA Lock Tender Position Description

The Fox River Navigational System Authority (FRNSA) also known as The Fox Locks has operated the Fox River Lock System since 2004. The Fox Locks worked hard at restoring the heritage of one of the nation's most unique transportation systems over the last two decades. 16 of 17 Locks have been fully restored, fifteen of the 17 Locks will be open for the 2023 Navigational Season. The Fox Locks are a recreational, historic, and economic treasure of the Northeast Region of Wisconsin. Visitors can enjoy living history in action as they observe the only fully restored, hand-operated lock system in the United States in operation on the beautiful Lower Fox River. We thank you for your interest in joining our Team.

We are looking for Seasonal Lock Tenders to form a dedicated Lock Tender Team. Work locations will be at one or more of the locks which span nearly 39 miles of riverway from Appleton to De Pere. Our navigational and seasonal work season is mid-May to the first part of October. General hours of lock operation are 11am-8pm. Lock Tenders can work one or more split shifts with the majority of shifts be available on weekends.

Lock Tenders are on the water representatives of the Fox Locks, an important first point of contact for the public. Proper appearance and etiquette are expected. Uniform shirts will be issued and are required wear. Additionally, Lock Tenders may be required to work holidays such as (Memorial Day, July 4, Labor Day) and will receive time and half pay.

Overall Duties:

- Clean facilities, pick up grounds and always keep property in pristine condition.
- Perform light maintenance tasks as assigned.
- Operate lock valves and doors safely.
- Share historical information of the navigational system.
- Remove and dispose of garbage and debris from shoreline, locks, lock doors and valves daily or as needed.
- Operate mowers and utility vehicles as required.
- Perform property inspections.
- Use mobile apps for time reporting and data entry.
- Keep accurate records as needed.
- Follow policies and procedures.
- Perform other duties as assigned.

Qualifications:

- Ability to work independently and as part of a team.
- Excellent communication and customer service skills.
- Possess the physical mobility and strength necessary to turn tripods, work valves and handwheels required to safely operate Lock.
- Meticulous
- Self-motivated

Fox River Navigational System Authority

1008 Augustine St
Kaukauna, WI 54130

Philip Ramlet, Executive Director
Telephone: 920-850-1677
Jeremy Cords, Operations Director
Telephone: 920-309-4501



- Able to work a flexible and variable schedule.
- Willing to work in variable weather conditions.

Preferred Qualifications:

- A valid driver's license.

Training is paid for and provided to staff for the safe operation of the locks. Lock Tenders report to the Lock Tender Coordinator.

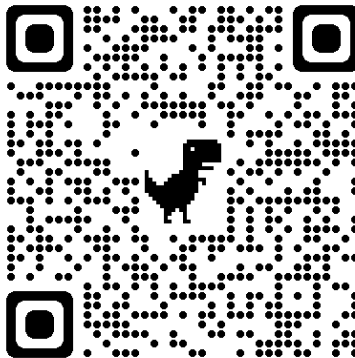
This is a seasonal position, as such these positions do not automatically lead to or enjoy the same benefits as permanent employees. Seasonal positions do offer valuable work experience and an opportunity to learn more about career opportunities. Seasonal employees are limited to working 1039 hours within a twelve-month period.

Applicants must be a resident of the State of Wisconsin. Non-residents may apply but must meet residency requirements upon hire. Employment will require the selected candidate to pass a background check.

FRNSA does not sponsor work visas, thus, in compliance with federal law, all persons hired will be required to verify eligibility to work in the United States by completing the required I-9 form upon hire.

FRNSA is an equal opportunity employer that promotes and values diversity. We do not discriminate on the basis of race, ethnicity, religion, national origin, gender, gender identity, sexual orientation, age, marital status, veteran status, or disability.

To apply go to www.Foxlock.org search "employment" or go to <https://foxlocks.org/employment-opportunities/> or scan



All applicants with questions can contact Lock Tender Coordinator – Bill Vanevenhoven bvanevenhoven@foxlocks.org

Pay Range: \$16-\$20.

Pay is Bi-Weekly and Direct Deposit