

City of Cordova Position Job Description

Lifeguard

DEPARTMENT:	Parks and Recreation.
SUPERVISOR:	Parks and Recreation Director or designate.
CLASSIFICATION:	Hourly, Overtime eligible, IBEW Bargaining Unit
HOURS:	Various dependent on operational requirements. Morning, evening, holiday, and weekend work may be required.
SALARY:	Recruiting range: \$15.63 - \$18.91 per hour, DOE.

SUMMARY

The purpose of this position is to ensure the safety of customers in and around pool areas. This is accomplished by visually scanning pool areas, identifying distressed swimmers or customers, performing in-water rescues and assists as necessary, completing CPR when appropriate and providing first aid care to customers. Other duties may include providing customer service support, maintaining pool operations and equipment, assisting with locker room and bathroom maintenance, and interfacing with other City employees and citizens.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Ensures the safety of customers at the Pool facility by visually scanning all areas of the facility, determining whether customers are in distress, performing in-water rescues and assists when necessary, providing first aid to customers when appropriate and completing CPR for rescued customers when necessary.
- Maintains pool operations and equipment by vacuuming the pool, scrubbing pool equipment and pool walls for sanitization purposes, operating the power wash machine to cleanse deck areas, removing debris from pool water, and picking up debris from deck areas.
- Ensures the sanitization of aquatic facilities by disinfecting bathrooms with the appropriate cleaners, sweeping and mopping floors, picking up debris from patron areas and gathering lost items.
- Undertakes water testing that ensures that the pool water quality meets Federal, state, and local water standards and regulations.
- Provides customer service by aiding customers, responding to customer inquiries, addressing customer concerns or problems, educating customers on facility rules and procedures, and directing customers to appropriate the persons or areas.
- Providing excellent frontline customer service to pool patrons including front desk duties of registration of members, point of sale operation and other front desk procedures.
- Maintaining accurate and up-to-date administrative records including attendance, equipment, cleaning logs, program registration.
- May act as a water safety instructor, if certified as such by the American Red Cross.

MINIMUM QUALIFICATIONS

A. Education

No minimum education requirements. Work requires the ability to read and understand written instructions, to understand simple processes and the routine operation of machines.

B. Experience

Must be a minimum of 15 years or older. No experience required.

A swim test is required and will be scheduled upon submission of the application

Previous aquatic work experience, strong people skills and an athletic background highly desirable.

C. Credentials

Ability to obtain before starting work American Red Cross (ARC) Certification in Lifeguard/First Aid/CPR/AED. (Training to be provided by ARC/City of Cordova).

LEGAL REQUIREMENTS

As a condition of employment, this position is may be subject to a background check (criminal history, verification of education and employment history).

All required licenses/certifications must remain current for the duration of employment.

WORKING CONDITIONS

The work is performed in a humid and wet indoors environment. Involves exposure to toxic or caustic chemicals/fumes, electrical hazards, fumes/airborne particles, moving mechanical parts, operating light equipment and loud noise associated with general pool operations. May be required to work a varied schedule, which may include days, evenings, weekends, and holidays. Will be required to wear uniform while on duty.

PHYSICAL DEMANDS OF POSITION

The employee is frequently required to swim, walk, sit, and talk or hear. The employee is frequently required to use hands to finger, handle or feel objects, tools, or controls; and reach with hands and arms. The employee is frequently required to climb, balance, stoop, kneel, crouch or crawl.

The employee is frequently required to lift to 20 pounds and occasionally lift, carry, push, pull and/or move up to 100 pounds with assistance in order to perform pool rescues. Vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

To perform the job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this job description are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. The omission of specific statements or duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

I have read and understand the job requirements, responsibilities and expectations set forth in the job description provided for my position. I attest that I am able to perform the essential job functions as outlined with or without any reasonable accommodations.

Acknowledged:_____ Date: _____