

City of New Haven Park Board

Pool Application for Employment

Position Opening: _____

Name: _____

Address: _____

Contact Number: _____

Email: _____

Education and Professional Training

Work Experience

References

The applicants for this position must be at least 16 years of age, must possess a valid Missouri Driver's license and/or current photo ID and must have Jeff Ellis & Associates Certification or be willing to be trained to get certification. Strong swimming skills are required.

The successful candidates must pass a drug screen prior to hiring. This position is not eligible for health insurance benefits or paid leave (vacation, sick, etc.).

The City of New Haven is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit performance of essential job functions. Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, Green Card, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

Applicant Signature

Date

JOB DESCRIPTION

TITLE: Lifeguard

REPORTS TO: Pool Manager

DEPARTMENT: Parks

UPDATED:

CLASSIFICATION: Non-Exempt

Summary:

The lifeguard is responsible for ensuring the safety of swimming pool patrons by preventing and responding to emergencies, and to provide swimming instruction and lessons to patrons.

Knowledge:

- ❖ Thorough knowledge and application of life guarding surveillance and rescue techniques
- ❖ Understanding of Swimming Pool rules, policies and procedures
- ❖ Public relation and communication skills
- ❖ Decision making skills in emergency situations

Skills:

- ❖ In teaching swimming lessons and reacting quickly to emergency situations at the City swimming pool.
- ❖ In performing emergency lifesaving and first aid tasks as needed.

Ability:

- ❖ To react quickly and calmly in emergency situations.
- ❖ To deal firmly but tactfully with patrons of the swimming pool to maintain order in the pool and adjacent areas.
- ❖ To establish and maintain effective working relationships with pool patrons and the general public.
- ❖ To collect fees, using basic math.
- ❖ To teach swimming lessons
- ❖ To keep dressing rooms/restrooms, and pool area clean, neat and sanitary
- ❖ To watch swimmers and perform rescue, artificial respiration, and first aid work when necessary.
- ❖ To warn patrons against dangerous practices, keep non-swimmers and weak swimmers out of deep water.
- ❖ Attend in-service training as required
- ❖ Performs opening and closing procedures as directed by on-duty Pool Manager
- ❖ Perform other duties as assigned

Education/special requirements:

- ❖ Must be 16 years of age or older. Possession of a Lifeguard License and Swimming Instructor's License appropriate to the facility, by an aquatic risk management association chosen by the City of New Haven. CPR and First Aid Certified

Environmental Working Conditions:

- ❖ Must be able to swim and work in outside weather conditions such as: hot, wet, and humid conditions, may have exposure to toxic or caustic chemicals. Must be able to work in unusually loud noises. Employee is frequently required to walk, sit, talk, and hear. The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up heavy items. Specific vision abilities required include close vision, color vision, and the ability to adjust focus.

Selection Guideline:

- ❖ Successful passing of Lifeguard and Swimming Instructor Certification exam
- ❖ Successful passing of pre-employment drug screen and random drug test for continued employment and Criminal Background Check

The job description does not constitute an employment agreement between the employer and employee and requirements of the job may change at any time.