

City of Lockhart, Texas

JOB DESCRIPTION

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Swimming Pool Manager

Department: Parks

Pay Grade: SE 2, Seasonal Temporary

FLSA Status: Non-exempt

JOB SUMMARY

Trains guards and performs lifeguard duties, including: guard pool, rescue drowning swimmers, administer first aid, enforce adherence to safety rule in the pool, work at the front desk as a cashier. Basket check-in, fill out forms, maintain certification through in-service training, and perform safety inspections daily.

ESSENTIAL JOB FUNCTIONS

- Prepares schedule and time sheets.
- Purchases supplies as needed.
- Maintains public relations with vendors and public.
- Maintains pool and pool area.
- Maintains mechanical equipment.
- Checks backwash.
- Checks chemical levels in pools.
- Cleans decks.
- Vacuums pool.
- Cleans bathrooms.
- Performs other janitorial work as needed.
- Attends in-service training for pool maintenance.
- Performs other related duties as assigned.

QUALIFICATIONS

Education and Experience:

Requires a High School diploma or equivalent; two (2) years of related experience preferred; First Aid Training; Approved Lifeguard Training; Water Safety Instruction.

Licenses or Certifications:

- CPR certification.

Special Requirements:

- Must be at least 16 years of age or older.

Knowledge, Skills and Abilities:

- Knowledge of CPR and first aid.
- Knowledge in using judgment to determine action needed during emergency situations.
- Skill in performing pool maintenance.
- Skills in oral communication.
- Ability to lift drowning/injured persons out of the pool.
- Ability to administer CPR and /or first aid as needed.
- Ability to read labels on chemicals, MSDS, time schedules, and daily instructions logs.
- Ability to write accident forms, time sheets, results of chemical tests, and forms.
- Ability to read chemical formulas and measures chemicals.
- Ability to handle people effectively in emergency situations.

PHYSICAL DEMANDS

The work requires frequent physical activity and exerting up to 20 pounds of force occasionally and/or a much larger amount of force to perform rescue operations. Additionally, the following additional physical abilities are required (Demand Code: C=Continuously, F=Frequently, O=Occasionally, R=Rarely):

- F • Standing: On concrete and wet, slippery surfaces to perform lifeguard duties such as basket check-in, daily safety inspection, and to maintain pool and pool area.
- F • Sitting: On metal stand to guard pool.
- F • Vision: Conducts safety inspections and guards pool area.
- F • Hearing/Talking: Educates public, performs safety inspections, and listens for swimmers in distress.
- O • Lifting/Carrying: Utilizes various cleaning tools such as brooms, mops, squeegees, skimmers, brushes, hoses, portable pumps and vacuum cleaners, buckets of chlorine, ropes, trash cans, buoys, rescue tubes, and victims.
- O • Pushing/Pulling: When exerting force on supplies for pool maintenance and rescuing victims using shepherd's hook.
- O • Reaching: Cleans and picks up trash.
- O • Handling: Utilizes small tools and equipment to clean and maintain pool area.
- O • Fine Dexterity: Operates a cash register and fills out safety inspection report.
- O • Kneeling/Crouching: Administers CPR and maintains pool.
- O • Bending: Cleans using skimmer, tools, brushes, squeegees, and vacuum. Cleans bathrooms.
- O • Twisting: Maintains pools, rescues victims, and teaches lessons.
- O • Climbing: Climbs to reach stand to guard pool.
- O • Balancing: Walks around slippery pool area, clean pool and surrounding area, conducts safety inspections, and guards pool.

WORK ENVIRONMENT

Work is performed outside in the heat, sun, high humidity, and wind. Exposed to HTH, chlorine, muriatic acid, pool chemicals, slippery surfaces, noise around pump room, crowds, and whistles.

The City of Lockhart has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date