

CITY OF GOSHEN, INDIANA

POSITION DESCRIPTION

Department: Parks & Recreation

Position: Laborer-Semiskilled (Pool Operations Assistant)

Job Category: LTC (Labor, Trades, Crafts)

Status: Seasonal

FLSA Status: Exempt-Recreational (Hourly)

Date of Announcement: March 19, 2018

Application Deadline: Until position is filled.

Under the supervision of the Recreation Supervisor and the Pool Director this position practices all phases of public pool management, including the ability to execute daily pool functions without direct supervision.

Essential Duties and Responsibilities:

- Conducts opening and closing of the pool, supervise use of the public address system, and implement all pool procedures.
- Assists with the training, directing and supervising of the lifeguard staff.
- Supervises and monitor the daily filtration of the pools to include conducting chemical tests, controlling the chlorine and chemical content of the water, maintaining the pump and back washing as needed.
- Oversees accounting of daily admission and season pass revenue and supervise the recording and deposit of pool data and money.
- Responsible for monitoring concession inventory.
- Performs other duties as assigned.

Requirements:

- Must be at least 18 years old.
- Must have high school diploma or equivalency or any equivalent combination of education, training and experience which provides the necessary knowledge, skills and abilities.
- Must have the ability to recognize safety hazards and take the necessary measures to remedy them.
- Must have the ability to perform first aid and CPR if necessary.
- Must possess the disciplinary and motivational skills to effectively control and maximize the efforts of the lifeguard staff.
- Must possess the knowledge and ability to teach the mechanics of proper life guarding.
- Must have the ability to deal effectively with the public.
- Must have current First Aid and CPR certifications
- Must be lifeguard certified.
- Must pass the Elkhart County Person in Charge Health Test.
- Pool supervisory experience preferred. WSI preferred.
- Must be available to work from 05/14/2018 to 09/05/2018 approx.
- Some weekend and/or evening hours may be required.

Rate of Pay:

\$12.50/Hour

Applications available in Human Resources, 204 E. Jefferson St., Goshen or online at www.goshenindiana.org. Click Job Opportunities.

The City of Goshen provides equal employment opportunities to all employees and applicants for employment. EOE/Drug Free/Smoke Free