

**CITY OF PRICE
JOB SPECIFICATION**

TITLE:	<u>Pool Shift Supervisor</u>	GRADE NUMBER:	<u>D</u>
DIVISION:	<u>Swimming Pool</u>	CLASSIFICATION:	<u>Non-exempt, hourly</u>
DEPT:	<u>Customer Service</u>	EFFECTIVE DATE:	<u>August 13, 2015</u>

GENERAL PURPOSE

Provide for the operation and maintenance of the indoor pool, the wave pool, associated facilities and the general safety of patrons. In the absence of the Facilities Manager provides oversight and leadership during the hours of operation

SUPERVISION RECEIVED

Work under the direct supervision of the Facilities Manager

SUPERVISION EXERCISED

Supervision of Lifeguards and part-time clerks

EXAMPLE OF DUTIES:

Responsible for the safety of the patrons using the facility

Implement preventive life guarding techniques

Enforce all facility rules using appropriate judgment and politeness

Make sure staff completes their duties and are on time for their shifts. This includes calling additional guards in if necessary. Make sure all guards are properly positioned on deck, alert, and enforcing the rules. Stay through the end of the shift and closing of the pool

Effectively decide on daily rotation and maintenance schedule

Responsible for the continual training of other lifeguards

Lead by example in all areas including policy compliance, skill and certification maintenance, safety, work ethic and etiquette

Alert guards of any trouble areas and patrons in the pool

Close down the pool due to weather, emergencies, mechanical problems, improper water balance, etc.

Document and appropriately distribute reports of all incidents and shift activities. Communicate pool situations effectively with facility staff and others including manager, department heads and elected officials.

Assure that the pool is closed securely and properly

Assure emergency communications are always in place between guards working in different areas of the facility

Take chlorine and PH pool tests and adds chemicals if needed

Assist at front desk with concessions as needed

Other duties as assigned

MINIMUM QUALIFICATIONS:

1. Education and Experience:
 - A. Current certifications in CPR/AED for the Professional Rescuer, First Aid, Lifeguard Training
 - B. Demonstrable skill in swimming, emergency skills, and teaching various age groups, including young children
 - C. Six (6) months experience at a pool facility
2. Knowledge, Skills and Abilities:

Knowledge of all systems at the swimming pool facility

Knowledge, skill, and ability to make minor corrections to facility mechanical equipment
3. Special Qualifications
Must possess or be able to obtain a valid Utah State Drivers License
Maintain active certifications as required in minimum qualifications
Head Lifeguard Training.

PHYSICAL DEMANDS

While performing the duties of this job the employee is frequently required to stand, walk, run, kneel, swim, talk and hear. Additionally the employee is required to climb, balance; stoop, kneel, crouch, and crawl. The employee is occasionally required to use hands to finger, handle, feel, or operate objects, tools, controls, and reach with hands and arms

The employee must occasionally lift and or move up to 50 pounds

Specific vision abilities required by this job include close vision, color vision, and ability to adjust focus and to see under water

While performing duties of this job, the employee is exposed to wet and dry conditions, fumes, and potentially toxic or caustic chemicals

The employee may be exposed to stressful situations as a result of human behavior

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, or skills required. The job description is subject to change as the need and requirements of the job change