

## **POOL ATTENDANT**

### **DEFINITION**

Provides front counter contact with the public for the Town's recreational swim program.

### **DISTINGUISHING CHARACTERISTICS**

This is a part-time seasonal position. This position differs from the Lifeguard/Water Safety Instructor and the Lifeguard positions in that this classification is not directly responsible for pool or water safety or instruction.

### **SUPERVISION RECEIVED/EXERCISED**

Supervision is provided by the Pool Manager.

### **ESSENTIAL DUTIES**

Staffs the front counter of the pool facility; welcomes users of the pool; accepts payments; answers phones; performs related customer service activities; maintains records; and assists in providing first aid.

### **OTHER DUTIES**

Performs other duties as required.

### **QUALIFICATIONS**

#### **Experience/Education/Training**

Sufficient experience, education and training to perform the duties of a Pool Attendant. No specific experience is required. Swimming skills are highly desirable.

#### **Knowledge/Ability**

General knowledge of the principles of customer service; math principles. Ability to record and transcribe data and information; communicate effectively; explain to others established policies and procedures; add, subtract, multiply and divide; accept payments and make correct change; and establish and maintain effective working relationships with those contacted in the course of work.

#### **Working Conditions**

Position requires sitting, standing, walking on level and slippery surfaces, climbing, reaching, twisting, turning, kneeling, bending, stooping, squatting and crouching in the performance of daily activities. The position also requires near, far, and color vision while performing front counter activities. The need to move and push large cement chairs and special events boxes and the need to lift and carry students weighing 40 pounds or over also is required. The nature of the work requires the incumbent to work outdoors in all weather conditions including wet, hot and cold; climb ladders; walk on

scaffolds; work in confined spaces and unusual heights. The incumbent may use pool chemicals and solvents exposing the employee to fumes, dust and air contaminants which may cause eye and skin irritation. The incumbent also must be available to provide life saving techniques, work irregular or extended hours, work in fatiguing conditions and with constant interruptions, and, at times, work with impatient and irritated patrons.

## **OTHER REQUIREMENTS**

### **Certificates**

Possession of First Aid and Cardiopulmonary Resuscitation (CPR) certificates are required at date of appointment.

### **Other**

May require evidence of a negative tuberculin test taken within the past two years.