



From: Human Resources Department

RE: Full-time Life Guard

Salary: \$11.80 hour - \$24,553.80 Year (Eligible for 5% salary increase following 6 months satisfactory job performance)

Date: March 4, 2019

ESSENTIAL JOB TASKS

The tasks listed below are those that represent the majority of the time spent working in this class. Management may assign additional tasks related to the type of work of the class as necessary.

Assists supervisors in planning, implementing and supervising aquatic-based activities.

Supervises swimmers in assigned aquatic facility to ensure their safety and well-being.

Enforces rules and regulations for facility use.

Performs general pool maintenance duties, including but not limited to monitoring water quality, removing debris from pool, cleaning rest rooms and other public areas, etc.

Provides individual and group swimming instruction to students of all ages and abilities.

Communicates with swimmers and parents to discuss program requirements and progress.

Prepares records and reports concerning assigned activities.

CLASS TITLE: LIFEGUARD

Assists in scheduling and supervising part-time lifeguards and volunteers; offers training, advice and assistance as needed.

Receives and responds to inquiries, concerns, complaints and requests for assistance regarding areas of responsibility.

Attends meetings, training, etc., as appropriate to enhance job knowledge and skills.

Requires copying, transcribing, entering or posting data or information.

Requires counseling or instructing/training others through explanation, demonstration and supervised practice or making recommendations based on technical expertise.

Requires handling or using machines, tools or equipment requiring brief instruction or experience, such as water safety instruction tools and rescue equipment.

Requires performing semi-routine work following procedures with occasional problems.

Requires using basic addition and subtraction, such as making change or measuring.

Requires reading routine sentences, instructions, regulations, procedures or work orders; writing routine sentences and completing routine job forms and incident reports; speaking routine sentences using proper grammar.

Requires doing clerical, manual or technical tasks prescribed by standard practices but which may require computation, the use of several procedures, and the use of independent judgments with obvious choices; requires normal attention for accurate results.

VOCATIONAL/EDUCATIONAL PREPARATION:

Requires high school diploma or GED equivalent.

SPECIAL CERTIFICATIONS AND LICENSES:

Must possess a valid North Carolina driver's license.

Must possess all necessary aquatics training and certificates, including but not limited to lifeguard certification.

Must possess CPR and First Aid certifications.

CLASS TITLE: LIFEGUARD

EXPERIENCE REQUIREMENTS:

Requires over six months and up to one year of experience as a lifeguard.

PHYSICAL AND DEXTERITY REQUIREMENTS:

Requires light-to-medium work that involves walking or standing virtually all of the time and also involves exerting between 20 and 50 pounds of force on a recurring basis, or considerable skill, adeptness and speed in the use of fingers, hands or limbs in tasks involving close tolerances or limits of accuracy; must demonstrate considerable swimming and water safety skills and abilities. Must be able to perform basic life operational functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, lifting, fingering, grasping, feeling. Must be able to exert enough force in life-saving procedures as necessary.

The job may risk exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, traffic, moving machinery, toxic/caustic chemicals, disease / pathogens, water hazards, violence.

The job requires normal visual acuity and field of vision, hearing and speaking abilities.

JUDGMENTS AND DECISIONS:

Responsible for actions of others, requiring almost constant decisions affecting co-workers, customers, clients or others in the general public; works in a moderately fluid environment with guidelines and rules, but frequent variations from the routine.

ADA COMPLIANCE

The Town of Waynesville is an Equal Opportunity Employer. ADA requires the Town to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

Interested applicants may submit an application to:

**Town of Waynesville,
Brittany Buchanan, HR Specialist
Human Resources Department
16 S. Main Street
Waynesville, NC 28786**

Or via email to bbuchanan@waynsvillenc.gov

Applications will be accepted until March 18, 2019