



City of Ouray

Job Description

Title:	Pool Attendant	Code:	228
Division:	Operations	Effective Date:	6/2019
Department:	City Resources	Last Revised:	

GENERAL PURPOSE

Performs **entry level customer service and attendant duties** to ensure efficient day-to-day operations of the Ouray Hot Springs Pool, Fitness Center and Bathhouse. Performs guidance and safety in assigned locations on the pool deck. Activates EAP procedures whenever needed; participates in skills training. Performs general maintenance tasks, including bathhouse cleaning and related projects as assigned.

SUPERVISION RECEIVED

Works under the general supervision of the Pool Manager, Assistant Pool Manager, Aquatics Coordinator, or Lead Lifeguard.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS

General Operations:

Interacts with the public to assist in the safe and orderly enjoyment of swimming area activities; participates in skills training.

Attendant Duties: Works "in rotation" when scheduled or assigned ensures that patrons in the pool and area are supervised in a manner that is effective at reducing the risk of accidents.

Provides the pool user with the highest level of customer service; observes patron activities; enforces all pool rules consistently, tactfully and promptly.

Performs general maintenance tasks, including bathhouse cleaning as assigned; keeps the pool area clear of obstructions and minimizes/eliminates hazardous situations in recreation areas; follows emergency procedures as set out in the Pool Manual.

Sets up and takes down any equipment in the swimming pool or surrounding facilities as needed.

Responds to customer concerns and takes appropriate action; attends all staff meetings and training sessions; informs Assistant Pool Manager and Aquatics Coordinator of any equipment and inventory needs.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Must be 16 years of age and demonstrate an aptitude and ability to perform above and related duties;
AND

B. No experience necessary.

2. Knowledge, Skills, and Abilities:

Some knowledge of the rules and regulations of a variety of aquatics and recreational activities; water safety practices, rules and guidelines; various bio-hazards associated with water and bath house operations.

Ability to establish and maintain effective working relationships with employees, the public, and ability to communicate effectively, verbally and in writing; demonstrate good judgment and decision making.

3. Special Qualifications:

Comfortable in water depths of up to 8 feet. This position requires evening, week-end, and holiday shifts.

4. Work Environment:

Employees in the position are exposed daily to seasonal weather extremes. Tasks require variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, pulling, pushing and lifting. Talking, hearing and seeing essential to performance of daily tasks. Common eye, hand, finger dexterity needed in performance of essential duties. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and creative problem solving.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I _____ have reviewed the above job description. Date _____

(Employee)