

	THE CITY OF KEY WEST Job Description	Temporary Hourly Position	
		DATE OF REVISION	10/01/05
POSITION	P/T LIFE GUARD	MIN. HOURLY WAGE	\$10.6591
DEPARTMENT	Community Services/ Recreation (72-01-572)		
JOB CODE	20016	GRADE	T01

PHYSICAL LOCATION:

- Dr. Martin Luther King Community Center

REPORTING RELATIONSHIP:

- Director of Community Services or Designee

GENERAL FUNCTION:

- A responsible and authoritative position to operate the pool and facility in a safe manner at all times. To recognize and eliminate or minimize potentially dangerous situation, emphasis on prevention.

ESSENTIAL FUNCTIONS (Without Accommodations):

- Able to read, write, speak and understand English in order to communicate with co-workers, City officials and the general public
- Able to work a workweek as assigned
- Able to use equipment and/or materials as specified in this job description.
- Able to see and hear well enough to perform the duties specified in this job description

EQUIPMENT TO BE USED:

- Lifesaving devices, i.e., lifesaving rings, hooks. Maintenance equipment i.e., vacuum and brush for cleaning pool.

ENVIRONMENT:

- Primarily outdoors, with some shelter from the sun.

PHYSICAL REQUIREMENTS:

- Standing 30%
- Climbing 5%
- Bending 5%
- Reaching 5%
- Swimming 5%
- Sitting 50%

DUTIES/TASKS/JOBS:

- Provide for the safety of the patrons using the facility
- Enforce rules and regulations in a standardized manner
- Be physically and mentally alert at all times to prevent accidents
- Test water chemistry and record reading according to state requirements
- Do pool maintenance as scheduled and as required
- Know how to carry out the emergency plan for the facility

REQUIRED KNOWLEDGE, SKILLS/ABILITIES/ QUALIFICATIONS:

- Have ability to work with large groups of people
- Ability to deal with the general public in a courteous and helpful manner
- Ability to maintain an effective working relationship with fellow employees and supervisory personnel
- Ability to understand the general mechanics of the pool operation and notify the supervisor of problems.
- Ability to understand responsibilities to employer with regard to operation of a safe facility
- Hold current certifications as American Red Cross Lifeguard or equivalent
- Hold current certification in CPR and First Aid

Periodically duties, equipment, material, and/or job setting, other than those listed, are required and will be considered as part of the regular job while in effect.

The listing of tasks is in no way to be considered a complete listing of all possible tasks, nor is the requirement for an ability or skill a guarantee that the ability or skill is going to be used.

I _____, have read this job description and hereby agree with the above noted “Acknowledgments”, that I meet the requirements and qualifications and if hired, can perform these and related duties as assigned. I further affirm that I understand the job description may be amended periodically, as is the right of the City.

Applicant Signature

Date

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**City Hall, Office of Human Resources
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Telephone: (305) 809-3714**