

City of Santa Fe, New Mexico

P.O. Box 909, 200 Lincoln Ave
(505) 955-6597 Fax (505) 955-6810

www.santafenm.gov



Recruitment Announcement # 2018- 066

POSITION TITLE	Swim Pool Lifeguard	SALARY RANGE:	\$12.067-21.006 (A16)
DEPARTMENT	Parks and Recreation	FLSA/UNION STATUS:	Covered/ Union
PERIOD TO APPLY:	Open Continuous	POSITION STATUS:	Classified/ Part-Time
SUPERVISOR:	Denise Dominguez	LOCATION:	Ft. Marcy

GENERAL PURPOSE

Responsible for swimmer/patron safety by enforcing swimming pool rules, and for basic pool maintenance.

SUPERVISION RECEIVED

Works under the general guidance and direction of assigned supervisor

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS (A position may not include all of the duties listed, nor do the listed examples include all duties that may be found in a position of this class.)

Enforces swimming pool rules among patrons and assists those involved in accidents of life endangering situations.

Maintains lifeguard station.

Cleans dressing rooms and pool area.

Assists in organized swimming classes; in performing minor repairs to swimming pools filtration plant and in injecting chlorine.

Prepares special reports.

Assists with clerical / front desk duties.

May assist patrons in weight room.

Assists and may occasionally work with clerical staff.

And other duties as may be required.

MINIMUM QUALIFICATIONS

EDUCATION AND EXPERIENCE:

Must be at least 15 years of age with a worker's permit and possess a current Life Guard Certificate from the American Red Cross.

KNOWLEDGE, SKILLS, AND ABILITIES:

Good knowledge of lifesaving techniques; some knowledge of accepted public swimming pool policies, procedures, rules and regulations.

Skilled Swimming techniques, backstroke, front crawl, treading water, submerged swimming.

Ability to enforce swimming pool policies, procedures, rules and regulations. Ability to establish and maintain effective working relationships with co-workers and the public; to communicate effectively, both orally and in writing.

SPECIAL QUALIFICATIONS:

Must successfully pass background investigation.

Must pass a drug and alcohol screening prior to employment and periodically thereafter.

Must become certified in Standard First Aid and CPR within 2 months of hire. Applicants will be required to swim 500 yards in 12 minutes; tread water for two minutes with legs only and swim 25 yards doing approach stroke; retrieve a 10 pound object from a depth of 10 feet; head and chin support of submerged victim/removal from water/EMS active victim rear rescue (unless previously taken and passed). Must be in top physical shape and the ability to pass physical test to verify ability.

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WORK ENVIRONMENT:

Work is performed at an indoor and/or outdoor pool, sometimes in confined spaces. Directly responsible for the safety of other people. Subject to cuts, scrapes, bruises, germs, bacteria, viruses, dust. Arduous physical exertion required, including walking, standing, sprinting, running, bending, twisting, and climbing; must be able to lift and carry 50 pounds. Manual and finger dexterity and visual and hearing acuity required. Irregular working hours (including weekends) and a willingness to transfer to other swimming pools required. Must be able to accept multiple demands from several people.

ADA/EEO Compliance

The City of Santa Fe is an Equal Opportunity Employer. In compliance with the American's with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

VETERAN'S HIRING INITIATIVE

Pursuant to City of Santa Fe Resolution No. 2013-079, the City of Santa Fe Human Resources Department (HRD) has implemented a Veterans' Hiring Initiative policy in order to provide opportunities for veterans who meet or exceed the minimum qualifications for city employment to obtain City employment. The Governing Body does not guarantee that a veteran shall be hired for the position being applied for, only that the veteran will be given an interview; and, it does not intend to supersede or modify any collective bargaining agreement that is currently in place with the City of Santa Fe.

Job applicants who are veterans who have an honorable discharge from the military or are members of the National Guard or Reserve who have successfully completed basic training, must use the Veteran Certification Form to identify themselves and then must attach a copy of their DD214 or DD215 and/or their proof of current Active, Guard or Reserve enlistment in order to certify their status.

TO APPLY: Resumes will not be accepted in lieu of the city application form. Submit City of Santa Fe Application by one of the following methods: Fill out application at Human Resources Department, City Hall, 200 Lincoln Avenue, Santa Fe, NM; mail application to P.O. Box 909, Santa Fe, New Mexico 87504-0909; or fax application to (505) 955-6810. Applications may be downloaded from our website: www.santafenm.gov; or apply online at www.santafenm.gov. Applications become public record upon receipt and may be made available for public inspection upon request.

When required of the position, attach a copy of certification(s) or license(s). Copies of high school diploma/GED & college degree must be provided at time of interview. Pre-placement physical exams are required for some positions. ***Incomplete applications may delay or exclude consideration of your application.***