



**The Tooele County Parks & Recreation
Energy Solutions Aquatic Center**

is now accepting applications for the following seasonal positions:

Closing Date: Until positions have been filled

Lifeguards I-III

- \$8.65-\$10.52 per hour (DOQ).
- Must be at least 16 years of age.
- Must be able to work minimum of 19.5 hours per week.
- You do not need to be Lifeguard Certified to apply, although employment is based on passing lifeguard certification.
- Start date will be May 7, 2018

Head Lifeguard

- \$12.18 per hour
- Must be at least 18 years of age.
- Two years' experience as a lifeguard
- Advanced knowledge and application of life guarding surveillance and rescue techniques.
- Start date will be April 16, 2018

Cashier I

- \$8.25 per hour
- Must be at least 16 years of age.
- Must obtain a food handler's permit by time of hire.
- Start date will be May 7, 2018

To register for American Red Cross Lifeguard Certification class please contact Amy at 435-843-4033.

Individuals who have worked for Energy Solutions Aquatic Center previously must reapply.

Hired individuals must be able to work flexible schedules including nights, weekends, and holidays.

Applications are available at the
Tooele County Human Resource Office
Rm. 308, 47 South Main Street, Tooele
or visit our website at www.co.tooele.ut.us

Tooele County requires those 18 years of age and over to submit to a background check.
Pre-employment drug testing is required for all hires.
EEO Employer

TOOELE COUNTY
Job Description

TITLE:	<u>Life Guard I</u>	JOB CODE:	<u>617</u>
DIVISION:	<u>Swimming Pool</u>	EFF. DATE:	<u>5/1/01(Rev. 02/14)</u>
DEPARTMENT:	<u>Parks & Recreation</u>	GRADE:	<u>4</u>
EEO CLASS:	<u>Service & Maintenance</u>	FLSA:	<u>Non-Exempt</u>
WORKERS COMP.:	<u>County</u>	CDL:	<u>Not Required</u>

GENERAL PURPOSE

Responsible for ensuring the safety of the facility patrons by preventing and responding to emergencies.

SUPERVISION RECEIVED

Works under the general supervision of the lead lifeguard and pool manger.

SUPERVISION EXERCISED

None

EXAMPLE OF DUTIES

Oversee all pool patrons.

Enforce all facility policies, rules and regulations.

Recognizes and responds effectively to emergencies.

Inspects the facility on a daily schedule and reports unsafe conditions and equipment to supervisor.

Completes records and reports as directed.

Participates in all in-service training.

Completes additional duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and experience
 - A. Minimum of 16 years of age; Entry level knowledge and application of life guarding surveillance and rescue techniques; leadership qualities and public relation skills; and, Certifications in the following at the time of hire:

American Red Cross Lifeguard Training
American Red Cross Community First Aid and Safety
American Red Cross CPR for the Professional Rescuer
 - AND
 - B. Must be able to lift a minimum of 50 pounds.
 - C. Ability to follow written and oral instructions; ability to establish and maintain effective working relationships with employees and members of the public.

OTHER QUALIFICATIONS

Achieve a competent or higher rating overall in each performance evaluation, which measures the following:

- X thoroughness, planning and organization, neatness and accuracy.
- X learning and knowing all phases of the job; recognizing and solving routine problems.
- X knowing the office policies, systems and services.
- X compared to other employees, maintaining a competent volume of work in addition to regular tasks, and also a competent speed of work.
- X being able to perform new duties, adjust to new situations, and control of self under pressure.
- X being resourceful; volunteering suggestions for improvement of work; being self-starting; seeking new tasks; taking responsibility.
- X making decisions; studying and considering all facts; using common sense.
- X cooperating with supervisors and peers; accepting constructive criticism; seeking self-betterment through education and other means.
- X being friendly, helpful and showing self-control.
- X being punctual in attendance.
- X being professional in dress and manner; showing good housekeeping of the general work area; ability to follow written and oral instructions; ability to think and act independently on routine matters; ability to maintain effective working relationships with employees and members of the public and employees in other units.

Approved:

Dated this _____ day of _____, 2014.

Department Director

Human Resource Director

Commissioner

TOOELE COUNTY
Job Description

TITLE:	<u>Life Guard II</u>	JOB CODE:	<u>635</u>
DIVISION:	<u>Swimming Pool</u>	EFF. DATE:	<u>5/1/01(Rev. 2/14)</u>
DEPARTMENT:	<u>Parks & Recreation</u>	GRADE:	<u>6</u>
EEO CLASS:	<u>Service & Maintenance</u>	FLSA:	<u>Non-Exempt</u>
WORKERS COMP.:	<u>County</u>	CDL:	<u>Not Required</u>

GENERAL PURPOSE

Responsible for ensuring the safety of the facility patrons by preventing and responding to emergencies.

SUPERVISION RECEIVED

Works under the general supervision of the lead lifeguard and pool manager.

SUPERVISION EXERCISED

None

EXAMPLE OF DUTIES

Oversee all pool patrons.

Enforce all facility policies, rules and regulations.

Recognizes and responds effectively to emergencies.

Inspects the facility on a daily schedule and reports unsafe conditions and equipment to supervisor.

Completes records and reports as directed.

Participates in all in-service training.

Completes additional duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and experience
 - A. Minimum of 17 years of age and one year of experience as a lifeguard. Intermediate knowledge and application of life guarding surveillance and rescue techniques; leadership qualities and public relation skills; and, Certifications in the following at the time of hire:

American Red Cross Lifeguard Training
American Red Cross Community First Aid and Safety
American Red Cross CPR for the Professional Rescuer
WSI Instructor

AND
 - B. Must be able to lift a minimum of 50 pounds.
 - C. Ability to follow written and oral instructions; ability to establish and maintain effective working relationships with employees and members of the public.

OTHER QUALIFICATIONS

Achieve a competent or higher rating overall in each performance evaluation, which measures the following:

- X thoroughness, planning and organization, neatness and accuracy.
- X learning and knowing all phases of the job; recognizing and solving routine problems.
- X knowing the office policies, systems and services.
- X compared to other employees, maintaining a competent volume of work in addition to regular tasks, and also a competent speed of work.
- X being able to perform new duties, adjust to new situations, and control of self under pressure.
- X being resourceful; volunteering suggestions for improvement of work; being self-starting; seeking new tasks; taking responsibility.
- X making decisions; studying and considering all facts; using common sense.
- X cooperating with supervisors and peers; accepting constructive criticism; seeking self-betterment through education and other means.
- X being friendly, helpful and showing self-control.
- X being punctual in attendance.
- X being professional in dress and manner; showing good housekeeping of the general work area; ability to follow written and oral instructions; ability to think and act independently on routine matters; ability to maintain effective working relationships with employees and members of the public and employees in other units.

Approved:

Dated this _____ day of _____, 2014.

Department Director

Human Resource Director

Commissioner

TOOELE COUNTY
Job Description

TITLE:	<u>Life Guard III</u>	JOB CODE:	<u>636</u>
DIVISION:	<u>Swimming Pool</u>	EFF. DATE:	<u>5/1/01(Rev. 2/14)</u>
DEPARTMENT:	<u>Parks & Recreation</u>	GRADE:	<u>8</u>
EEO CLASS:	<u>Service & Maintenance</u>	FLSA:	<u>Non-Exempt</u>
WORKERS COMP.:	<u>County</u>	CDL:	<u>Not Required</u>

GENERAL PURPOSE

Responsible for ensuring the safety of the facility patrons by preventing and responding to emergencies.

SUPERVISION RECEIVED

Works under the general supervision of the lead lifeguard and pool manager.

SUPERVISION EXERCISED

None

EXAMPLE OF DUTIES

Oversee all pool patrons.

Enforce all facility policies, rules and regulations.

Recognizes and responds effectively to emergencies.

Inspects the facility on a daily schedule and reports unsafe conditions and equipment to supervisor.

Completes records and reports as directed.

Participates in all in-service training.

Completes additional duties as assigned.

Teach swimming lessons to program participants in accordance with professional & county procedures and standards.

MINIMUM QUALIFICATIONS

1. Education and experience

- A. Minimum of 18 years of age and two years of experience as a lifeguard; Advanced knowledge and application of life guarding surveillance and rescue techniques; leadership qualities and public relation skills; and, Certifications in the following at the time of hire:

American Red Cross Lifeguard Training
American Red Cross Community First Aid and Safety
American Red Cross CPR for the Professional Rescuer
WSI Instructor

AND

- B. Must be able to lift a minimum of 50 pounds.

- C. Ability to follow written and oral instructions; ability to establish and maintain effective working relationships with employees and members of the public.

OTHER QUALIFICATIONS

Achieve a competent or higher rating overall in each performance evaluation, which measures the following:

- X thoroughness, planning and organization, neatness and accuracy.
- X learning and knowing all phases of the job; recognizing and solving routine problems.
- X knowing the office policies, systems and services.
- X compared to other employees, maintaining a competent volume of work in addition to regular tasks, and also a competent speed of work.
- X being able to perform new duties, adjust to new situations, and control of self under pressure.
- X being resourceful; volunteering suggestions for improvement of work; being self-starting; seeking new tasks; taking responsibility.
- X making decisions; studying and considering all facts; using common sense.
- X cooperating with supervisors and peers; accepting constructive criticism; seeking self-betterment through education and other means.
- X being friendly, helpful and showing self-control.
- X being punctual in attendance.
- X being professional in dress and manner; showing good housekeeping of the general work area; ability to follow written and oral instructions; ability to think and act independently on routine matters; ability to maintain effective working relationships with employees and members of the public and employees in other units.

Approved:

Dated this ____ day of _____, 2014.

Department Director

Human Resource Director

Commissioner

TOOELE COUNTY
Job Description

TITLE:	<u>Head Life Guard</u>	JOB CODE:	<u>613</u>
DIVISION:	<u>Swimming Pool</u>	EFF. DATE:	<u>5/1/01(Rev. 2/14)</u>
DEPARTMENT:	<u>Parks & Recreation</u>	GRADE:	<u>11</u>
EEO CLASS:	<u>Service & Maintenance</u>	FLSA:	<u>Non-Exempt</u>
WORKERS COMP.:	<u>County</u>	CDL:	<u>Not Required</u>

GENERAL PURPOSE

Responsible for ensuring the safety of the facility patrons by preventing and responding to emergencies.

SUPERVISION RECEIVED

Works under the general supervision of the pool manager and the Director of Parks & Rec.

SUPERVISION EXERCISED

Provides limited supervision to lifeguards and pool custodian employees.

EXAMPLE OF DUTIES

Oversee all pool patrons.

Enforce all facility policies, rules and regulations.

Recognizes and responds effectively to emergencies.

Inspects the facility on a daily schedule and reports unsafe conditions and equipment to supervisor.

Completes records and reports as directed.

Participates in all in-service training.

Completes additional duties as assigned.

Teach swimming lessons to program participants in accordance with professional and county procedures and standards.

MINIMUM QUALIFICATIONS

1. Education and experience
 - A. Minimum of 18 years of age and two years of experience as a lifeguard; Advanced knowledge and application of life guarding surveillance and rescue techniques; leadership qualities and public relation skills; and, certifications in the following at the time of hire:
 - American Red Cross Lifeguard Training
 - American Red Cross Community First Aid and Safety
 - American Red Cross CPR for the Professional Rescuer
 - Water Safety Instructor
 - Lifeguard Trainer
 - Certified Aerobics Instructor.

AND

- B. Must be able to lift a minimum of 50 pounds.

- C. Ability to follow written and oral instructions; ability to establish and maintain effective working relationships with employees and members of the public.

OTHER QUALIFICATIONS

Achieve a competent or higher rating overall in each performance evaluation, which measures the following:

- X thoroughness, planning and organization, neatness and accuracy.
- X learning and knowing all phases of the job; recognizing and solving routine problems.
- X knowing the office policies, systems and services.
- X compared to other employees, maintaining a competent volume of work in addition to regular tasks, and also a competent speed of work.
- X being able to perform new duties, adjust to new situations, and control of self under pressure.
- X being resourceful; volunteering suggestions for improvement of work; being self-starting; seeking new tasks; taking responsibility.
- X making decisions; studying and considering all facts; using common sense.
- X cooperating with supervisors and peers; accepting constructive criticism; seeking self-betterment through education and other means.
- X being friendly, helpful and showing self-control.
- X being punctual in attendance.
- X being professional in dress and manner; showing good housekeeping of the general work area; ability to follow written and oral instructions; ability to think and act independently on routine matters; ability to maintain effective working relationships with employees and members of the public and employees in other units.

Approved:

Dated this ____ day of _____, 2014.

Department Director

Human Resource Director

Commissioner

TOOELE COUNTY
Job Description

TITLE:	<u>Cashier I & II</u>	JOB CODE:	<u>603 & 606</u>
DIVISION:	<u>Swimming Pool</u>	EFF. DATE:	<u>04/2003 (rev2/14)</u>
DEPARTMENT:	<u>Parks & Recreation</u>	GRADE:	<u>3 & 5</u>
EEO CLASS:	<u>Service & Maintenance</u>	FLSA:	<u>Non-Exempt</u>
WORKERS COMP.:	<u>County</u>	CDL:	<u>Not Required</u>

GENERAL PURPOSE

Operate daily concessions operations for the Deseret Peak Aquatic Center. Perform minor clerical duties and maintain building cleanliness. This is a seasonal position with no benefits.

SUPERVISION RECEIVED

Works under the general supervision of the Pool Manager, Parks and Recreation Director and/or Facilities Management Director.

SUPERVISION EXERCISED

None.

EXAMPLE OF DUTIES

Operate concessions for day-to-day operations, which include daily receipt of money and balancing cash box. Minor clerical work as needed.

Performs custodial duties such as but not limited to sweeping, moping, wiping down counters, washing windows, and emptying trash.

May be required to assist in moving furniture or equipment within the pool area as required for various activities as directed by a supervisor.

Responsible for stocking the concession stand, rotation of supplies, and preparation for opening and closing the concession stand.

Assists in securing building at night.

Performs other related duties as required.

MINIMUM QUALIFICATIONS:

1. Education and Experience
 - A. Cashier I- Grade 3 – Minimum of 16 years of age; must be able to demonstrate basic competencies in reading, writing and interpersonal skills. Must have working knowledge of cleaning skills. Current Food Service Workers Permit must be obtained before work begins.
 - B. Cashier II- Grade 5- Meet the minimum qualifications of a Cashier I; 21 years of age and alcohol server trainer; and, one year experience with Tooele County Parks and Recreation Department.

Ability to follow written and oral instructions; ability to establish and maintain effective working relationships with employees and members of the public.

This category involves frequent lifting of 25-50 pounds. This is often combined with bending, twisting.

Must be able to work a flexible work schedule to include Holidays & Sundays.

OTHER QUALIFICATIONS:

Achieve a competent or higher rating overall in each performance evaluation, which measures the following:

- X thoroughness, planning and organization, neatness and accuracy.
- X learning and knowing all phases of the job; recognizing and solving routine problems.
- X knowing the office policies, systems and services.
- X compared to other employees, maintaining a competent volume of work in addition to regular tasks, and also a competent speed of work.
- X being able to perform new duties, adjust to new situations, and control of self under pressure.
- X being resourceful; volunteering suggestions for improvement of work; being self-starting; seeking new tasks; taking responsibility.
- X making decisions; studying and considering all facts; using common sense.
- X cooperating with supervisors and peers; accepting constructive criticism; seeking self-betterment through education and other means.
- X being friendly, helpful and showing self-control.
- X being punctual in attendance and
- X being professional in dress and manner; showing good housekeeping of the general work area; ability to operate power floor cleaning equipment; ability to follow written and oral instructions; ability to think and act independently on routine matters; ability to maintain effective working relationships with employees and members of the public and employees in other units.

Approved:

Dated this ____ day of _____, 2014.

Department Director

Human Resource Director

Commissioner