



Position Description

Job Title:	Lifeguard	Grade Number:	5
Department:	Pool	Date Modified:	December 3, 2020

This is a Non-Exempt position under the FLSA guidelines.

General Purpose:

Performs routine public contact and safety work in teaching swimming lessons and serving as a pool lifeguard.

Essential Duties and Responsibilities:

SUPERVISION RECEIVED:

Works under the general supervision of the Pool Manager.

SUPERVISION EXERCISED:

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Teaches swimming lessons according to a prescribed routine and curriculum.
- Tests program participants for swimming skill levels; passes participants for participation in more advanced classes.
- Monitors the use of the swimming pool; enforces safety rules.
- Patrols the swimming pool and aquatics facility.
- Assists in implementing various aquatics competitions throughout the year.
- Performs a variety of miscellaneous duties such as answering phones, running errands, pickup up supplies needed for activities, conducting classes, selling tickets, collecting fees, helping set up for classes, events, etc.
- Responds to public inquiries about aquatics programs made by telephone, correspondence, or during public meetings.
- Maintains related records and statistics for various aquatics programs.
- Assists in the maintenance of the swimming pool. Monitors and maintains pool filtration system. Monitors pool water chemistry through testing of water samples. Adjusts chemistry as needed to maintain standards.

PERIPHERAL DUTIES:

- Officiates at swimming meets.
- Serves as a member of various employee committees, as assigned.



Position Description

QUALIFICATIONS AND EDUCATION REQUIREMENTS:

- Education and Experience:
 - Must be 15 years of age prior to completion of lifeguard certification
 - First Aid certified
 - CPR certified
 - Lifeguard certification

- Necessary Knowledge, Skills and Abilities:
 - Working knowledge of the equipment, facilities, operations and techniques used in a comprehensive aquatics program.
 - Skill in operation of listed tools and equipment; Skill in First Aid and CPR.
 - Ability to effectively teach swimming lesson; Ability to effectively enforce safety and health regulations relating to an aquatics program; Ability to establish and maintain effective working relationships with employees, supervisors, participants, instructors, and the general public; Ability to communicate effectively orally; Ability to give and understand oral instructions.

SPECIAL REQUIREMENTS:

- If age allows: Valid Nebraska Driver's license with an acceptable driving record.
- If age allows: Must be insurable under the City of Kimball Automobile Policy.
- First Aid certified
- CPR certified
- Water Safety Instructor certified

TOOLS AND EQUIPMENT USED:

- Various hand tools used in the maintenance of swimming pool equipment; pool testing equipment; phone.

PHYSICAL DEMANDS:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is frequently required to swim, walk, sit and talk or hear. The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally



Position Description

required to climb or balance.

- The employee must occasionally lift and/or move over 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision and the ability to adjust focus.

WORK ENVIRONMENT:

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals.
- The noise level in the work environment is usually quiet while in the office, and moderately loud when in the field.

SELECTION GUIDELINES:

- Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.
- The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.
- The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Reviewed By:		Date:	
Approved By:		Date:	



City of Kimball

Position Description

Last Updated By:		Date/Time:	
------------------	--	------------	--