

Why Consider The City of Mountain View?

At the City of Mountain View, you will work alongside a team of dedicated and highly motivated professionals who contribute their talents and commitment to provide essential public services to our residents and businesses. The Community Services Department, Recreation Division provides activities to facilitate social/community connections, advance lifelong learning, and promote healthy lifestyles.

About This Role

These are part-time seasonal hourly positions in the Aquatics section of the Recreation Division. A typical work schedule for these positions varies due to the pool schedule and private rentals of the facilities. A work shift can vary Monday through Friday between the hours of 7:45 a.m. to 10:00 p.m. and Saturday through Sunday between the hours of 8:00 a.m. to 8:00 p.m. Lifeguard I/II and Pool Attendants provide year round support to The Mountain View Aquatics team. These positions may be required to work at either Rengstorff or Eagle Park Pools as well as work other City of Mountain View special events. Lifeguard I/II and Pool Attendants are also required to teach swim lessons developed by the American Red Cross and participate in monthly/weekly staff trainings. We are looking for fun and enthusiastic individuals that have a passion for public safety, and open availability.

What You Bring

- Must be at least 15 years of age and obtain a work permit if under 18 years of age.
- Interest or previous experience working in a public service setting.
- Prior lifeguard certification, aquatic experience, and customer service is preferred.
- First Aid for Public Safety Personnel (Title 22), Water Safety Instructor (WSI), or Lifeguard Instructor (LGI) highly preferred for Lifeguard II.

Who You Are:

- You have excellent customer service skills - you know how to talk to people and work in a team setting.
- You are enthusiastic about working at an aquatic facility.
- You possess the ability to ensure the safety of facility patrons, apply knowledge of Lifeguard Training surveillance and scanning techniques, and are able to respond using Lifeguard training skills in the event of an emergency during hours of operation.
- You have a willingness and ability to learn new things.
- You welcome responsibility and are not afraid to ask for clarification when unsure about what is expected.
- You are respectful, mature, and able to demonstrate an energetic attitude in the work place.
- You are willing to participate in continuous staff trainings to further develop your skillset.
- You have above average physical stamina and swimming experience in order to perform work duties.
- You have the ability to work well with others and have exceptional communication skills.
- You can demonstrate maturity, integrity while performing work duties.
- You have the ability to react calmly during emergency situations and follow the facilities Emergency Action Plan.

If you are not yet certified but are enrolled or planning to enroll in a Lifeguard Training Class, you may apply and be hired upon contingency that you pass the class. Please contact aquatics@mountainview.gov for more information.

What You'll Do:

Pool Attendant:

- Provide exceptional customer service in person, on the phone, and through digital communications.
- Clean and provide occasional facility and equipment maintenance.
- Perform opening, closing, and other shift duties as required.
- Build and maintain positive and professional working relationships with co-workers, other City employees and the public.
- Follow policies and procedures stated in City of Mountain View City and Aquatics Employee Handbook.
- Display honesty, punctuality, and desire to be an active member of the aquatics team.

- Attend weekly/monthly staff trainings.
- Thoroughly complete, update, and prepare any necessary forms and records, including facility reports, attendance records, and incident reports.
- Communicate effectively with youth, parents/guardians, supervisors, and other Recreation staff.
- Act as a professional role model, mentor, and leader to youth, co-workers, and other adults while maintaining and displaying a positive attitude.
- Enforce pool guidelines and maintain a safe, clean, and well-organized work environment.
- Ability to manage and handle cash and use recreation registration software.

Lifeguard I:

All the responsibilities of a Pool Attendant and:

- Obtain American Red Cross Lifeguard, First Aid Training, and CPR/AED for Professional Rescuer as required.
- Develop written Swim Lesson plans from the American Red Cross aquatics lesson program and carry them out to individuals of all ages.
- Enforces pool rules in order to prevent aquatic accidents in swimming areas.
- Performs additional duties as assigned.

Lifeguard II:

All the responsibilities of a Lifeguard I and the ability to obtain at least one of the following certifications as required:

- Lifeguard Instructor Certification
- Water Safety Instructor Certification
- A valid higher level of training such as Emergency Medical Responder (EMR), Emergency Medical Technician (EMT), Firefighter I, or equivalent training.
- Two years of experience working at an aquatic facility.
- Delegate duties during shifts and assist with aquatics leadership team and supervisor with additional duties as assigned.

Are You Ready? Apply.

Submit your application, resume, and current certifications online at www.calopps.org or to the Human Resources Division, City of Mountain View, 500 Castro Street, Mountain View, CA 94041, (650) 903-6309. Application materials will be screened on a continuous basis. The most appropriately qualified candidates will be invited to an interview and skills assessment (weighted 100%). Depending on the number of applicants this process may be altered. Qualified candidates are encouraged to apply early!

Fine Print.

Candidates with a disability who may require special assistance in any phase of the application or testing process should advise the Human Resources Division upon submittal of application. Documentation of the need for accommodation must accompany the request. The City of Mountain View is an Equal Opportunity Employer (EOE).

Prior to hire, candidates will be required to successfully complete an extensive pre-employment process, including proof of a negative TB test within the last two years, reference checks, and a Department of Justice (DOJ) fingerprint check. A conviction history will not necessarily disqualify an applicant from appointment; however, failure to disclose a conviction will result in disqualification or termination.

CITY OF MOUNTAIN VIEW

POOL ATTENDANT, LIFEGUARD I/II

Supplemental Questionnaire

Please answer the following questions and submit with your application. Please limit your response to all questions to maximum of 2 pages.

1. Please describe your experiences working and interacting with the public. What are some key characteristics you think are important when providing front line customer service?
2. List two positives from your work or education experience. How can you continue to cultivate these elements in the aquatics work environment?
3. What position(s) are you applying for? Please list all that apply.
 - a. Pool Attendant
 - b. Lifeguard I
 - c. Lifeguard II
4. If applying for Lifeguard I or Lifeguard II, please list any of the current Lifeguard certifications you have, CPR/AED, First Aid, or Title 22 Certification or proof of registration in an upcoming lifeguard training course. **You will also need to attach these certifications or proof of registration to your application.**
5. What date would you be available to start working?
6. Do you have specific dates and times that you are unable to work? If so, please provide the events, dates, and times (Example: participation in sports programs, after school programs, attend school outside of city limits, etc.)
7. If offered the position, please acknowledge that you understand you will have in-service training as part of the onboarding process as well as mandatory monthly in-service trainings. Tentatively, monthly in-service dates are held every first Wednesday evening from 7pm-9pm or first Saturday 12pm-2pm. Please contact aquatics@mountainview.gov for any questions or date conflicts.
 - a. Yes
 - b. No