

LIFEGUARD

Part Time, Temporary

SALARY: \$14.00 to \$17.01 hourly

FINAL FILING DATE: We are accepting applications until closing at 5 pm, April 20, 2021. **PERS retired annuitants or current PERS members are not eligible to apply.**

IT IS MANDATORY THAT YOU COMPLETE THE SUPPLEMENTAL QUESTIONNAIRE. YOUR APPLICATION WILL BE REJECTED IF YOU DO NOT PROVIDE ALL NECESSARY INFORMATION.

THE POSITION

The Human Resources Department is accepting applications for the temporary and part-time position of Lifeguard in the Parks Recreation, & Libraries Department. PERS retired annuitants or current PERS members are not eligible to apply. The normal work schedule for a year round employee will be: January through December, Sunday through Saturday, up to 25 hours per week. The normal work schedule for a seasonal employee will be: May through September, Sunday through Saturday, up to 40 hours per week.

The City of Roseville promotes a no smoking atmosphere.

DEFINITION

To perform a variety of duties related to supervising the pool, decks and additional areas of an aquatic facility.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

- Maintain constant surveillance as assigned to safeguard swimmers from drowning and other accidents.
- Maintain discipline and orderly conduct among patrons and enforce all pertinent City pool rules and regulations.
- Promote and enforce water safety procedures; perform swimming rescues; render first aid and CPR as required.
- Assist in the planning, promoting and organizing of prescribed Red Cross programs and special events.
- Perform pool maintenance functions as required.
- Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.
- Prepare and maintain accurate and up to date records and reports.
- Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Principles and practices of water safety and swimming rescue techniques.
- Principles and techniques of first aid and CPR.
- Practices and methods of public relations and customer service; techniques and principles of effective interpersonal communication.

Ability to:

- On a continuous basis, know and understand operations and observe safety rules; walk; swim with proficiency and endurance; render life saving measures; interpret policies and procedures, explain operations and problem solve issues for the public and with staff.
- Intermittently set up booths, hang banners, move tables and carry supplies; lift or carry weight of 45 pounds or less.
- Prevent accidents and conduct effective rescues.
- Respond to emergency situations in a calm and effective manner; administer first aid and CPR.

- Prepare reports and course records.
- Maintain accurate and up-to-date records.
- Work outdoors in a variety of weather conditions.
- Understand and carry out written and oral directions.
- Communicate tactfully with customers.
- Communicate effectively and concisely, both orally and in writing.
- Promote and enforce safety procedures including proper use of equipment.
- Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training

Experience:

- None required.

Training:

- Equivalent to completion of the tenth (10th) grade or fifteen (15) years of age.

License or Certificate

- Possession of a current American Red Cross CPR/AED for the Professional Rescuer certificate by date of appointment.
- Possession of a current American Red Cross Title 22 First Aid for Public Personnel certificate by date of appointment.
- Possession of a current American Red Cross Administering Emergency Oxygen certificate by date of appointment.
- Possession of a current American Red Cross Lifeguard Training certificate by date of appointment.

SUPPLEMENTAL QUESTIONNAIRE

1. If hired by the City of Roseville, would you prefer to work year-round (January – December, up to 25 hours per week) or seasonally (May – September, up to 40 hours per week)?
 - ☐ Year-round
 - ☐ Seasonally
 - ☐ No preference
2. If hired by the City of Roseville, you must be able to attend the following pre-season **mandatory** trainings. Can you attend all trainings listed? Check all that apply.
 - ☐ Saturday May 15, 9am-12pm or Sunday May 16, 9am-12pm
 - ☐ Saturday May 15, 1pm-4:30pm or Sunday May 16, 1pm-4:30pm
 - ☐ Saturday May 22, 8:30am-12pm or Sunday May 23, 8:30am-12pm
 - ☐ Saturday May 29, 2pm-5pm or Sunday May 30, 8am-12pm
 - ☐ Saturday June 5, 8am-12pm or Sunday June 6, 8am-12pm
3. This position requires candidates to have the equivalent to the completion of the tenth (10th) grade or be at least fifteen (15) years of age. Do you meet this requirement?
 - ☐ Yes
 - ☐ No

SELECTION PROCESS

Applications will be screened by the Human Resources Department for minimum qualifications. Qualifying applicants may be contacted by the Department to interview. Final appointment is contingent upon a check of past employment references, passing a City-paid fingerprint check and depending on position applied for a pre-employment medical exam and a drug and alcohol screening test.

THE CITY OF ROSEVILLE IS AN EQUAL OPPORTUNITY EMPLOYER. IF YOU REQUIRE AN ACCOMMODATION DUE TO A DISABILITY, PLEASE CONTACT THE HUMAN RESOURCES DEPARTMENT AT LEAST 5 WORKING DAYS BEFORE A SCHEDULED INTERVIEW/EXAMINATION PROCESS. MEDICAL DISABILITY VERIFICATION MAY BE REQUIRED PRIOR TO ACCOMMODATION.