



Tahoe Donner Association Job Description

Job Title: Lifeguard
Job Code: 380
Department: Aquatics
Reports To: Aquatics Supervisor
Class Code: 9066
FLSA Status: Non-exempt
Pay Grade: Hourly 8
Pay Range: \$12.80 - \$15.71
File Name: Lifeguard.doc

SUMMARY

Lifeguards are responsible for the safety and well being of all patrons both in and out of the water, keep pool area and facilities clean and free of hazards. In addition, the lifeguard keeps pool equipment in proper working order and enforces pool rules and regulations while ensuring that a pleasant, family atmosphere is maintained.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Provide excellent customer service to customers, employees and business partners.

Maintain current knowledge, implement and enforce Association policies, procedures, rules and regulations.

Open and/or close pool facilities including removing and replacing pool covers. Ensure pool equipment is in proper working order and in its place prior to opening facility as well as at closing.

Ensure the pool, deck, and furniture is clean and maintained.

Cooperate and communicate with co-workers effectively.

Attentively monitor the pool area for accidents in or out of the water, hazards, debris and trash.

Perform rescue operations in accordance with American Red Cross training standards, if necessary.

Resuscitate rescued swimmers; administer first aid to the injured.

Complete Incident Reports for all incidents in a timely manner when required.

Test pool chemicals and completes daily Lifeguard Rotation Reports in accordance with predetermined schedule.

Monitor and assist homeowners and guests in playground areas when necessary.

Notify members and guests of ongoing recreational activities available.

Attend and participate in mandatory in-service training and meetings.

Work well in a group/team environment.

Assist Head Lifeguard and Trout Creek Manager when applicable.

Must be capable of swimming at least 500 yards in less than 10 minutes.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Background check and drug test required. Must be 15 years of age.

EDUCATION and/or EXPERIENCE

Some High school education; or up to one-month related experience or training; or equivalent combination of education and experience.

CERTIFICATES, LICENSES, REGISTRATIONS

Requires current American Red Cross CPR/AED for Lifeguards certification.

Requires current American Red Cross Lifeguard certification or equivalent

Requires current 1st aid certification

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization. Effectively communicate with co-workers on a professional level.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

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 regularly required to stand; use hands to finger, handle, or feel; and talk or hear. The employee frequently is required to walk, sit, and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; or smell. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move

up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and 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 is regularly exposed to wet and/or humid conditions, extreme heat and outside weather conditions. The employee is frequently exposed to toxic or caustic chemicals. The employee is occasionally exposed to high, precarious places, moving mechanical parts, fumes or airborne particles, and risk of electrical shock. The noise level in the work environment is usually moderate.

By signing below, I acknowledge that I have received and read the above job description.

EMPLOYEE NAME

_____/_____
EMPLOYEE SIGNATURE DATE