



Competition No.: 2019-07 Hours of work: Up to a maximum of 40 hours
Close Date: February 15, 2019 at 4:00 p.m. Remuneration: \$14.00 - \$18.00
Department: Culture, Recreation and Green Transportation
Duration: May 13 to September 7, 2019

Assistant Pool Supervisor (2 Positions)

Description:

Under the direction of the Pool Supervisor, the incumbent(s) is responsible for the day-to-day provision of an acceptable level of public safety for pool patrons; staff supervision and management; assisting in the implementation of the Red Cross Swim Program and facility upkeep.

Core Competencies applicable to all positions within the City of Selkirk
<ul style="list-style-type: none">• Citizen and Public Focus• Communication• Teamwork and Ambassadorship• Integrity and Trust• Ethics and Values• Strategic Results Orientated• Decision Making and Judgment

Job Duties

- Assist the Pool Supervisor in the planning, organizing and scheduling of activities and pool use.
- Assist in the development of in-service training programs for the staff assigned to the pool.
- Report, record and advise the Supervisor of any and all problems or concerns of staff or public.
- Assist in the enforcement of rules and regulations of the pool.
- Provide excellent customer service to patrons at the pool.
- Assist the Pool Supervisor with the upkeep of all records of attendance, accident reports, first aid treatments, maintenance, and other administrative recordings assigned.
- Supervise staff in coordination with the Pool Supervisor.
- Assist in and with the assignment and supervision of maintenance duties and cleanliness of the pool and surrounding area including skimming, sweeping, vacuuming and picking of garbage.
- Perform water testing.
- Responsible for overseeing and balancing the daily deposit for Pool entry fees.
- Assist the Pool Supervisor with annual review of the Selkirk Park Pool Policy and Procedure Manual.
- Perform other duties as assigned.

Required Education and Training:

- Minimum 16 years of age
- Current Cardiopulmonary Resuscitation Certificate of C-Level or higher, in accordance with the standards set by the International Liaison Committee of Resuscitation
- Current one of the following:
 - St. John Ambulance Standard First Aid Certificate
 - Red Cross Standard First Aid Certificate
 - Lifesaving Society Aquatic Emergency Care Certificate
 - Lifesaving Society Standard First Aid Certificate
 - Criti Care Inc. Standard First Aid Certificate
 - Safety Services Manitoba Standard First Aid Certificate
 - Heart Beat Inc. Manitoba Standard First Aid Certificate
- Current on of the following:
 - Lifesaving Society National Lifeguard Service Award
 - Canadian Red Cross Pool Lifeguard Certificate
- 3 (three) years experience lifeguarding
- Clear current Child Abuse Registry
- Clear current Criminal Reference Check
- Must be physically able to perform all the laboring aspects or other duties associated with the position

Comments:

This is a casual position excluded from the Collective Agreement and is open to all applicants. This position will involve evening and weekend shifts. Applications will be accepted until Friday, February 15th, 2019. Interested individuals are to specify position being applied for and direct their application to:

Human Resources, City of Selkirk, 200 Eaton Avenue, Selkirk, Manitoba R1A 0W6
FAX #: 1-204-482-5448 Email: jobs@cityofselkirk.com

Applicants should attach copies of the above minimum requirements with their application. Thank you to all who apply, however, only those candidates selected for an interview will be contacted.