



## HO-CHUNK NATION

### DEPARTMENT OF PERSONNEL



**POSITION: LIFEGUARD – LEVEL 1**

| DEPARTMENT | JOB CODE | PAY GRADE |
|------------|----------|-----------|
| GOVERNMENT | LIF1     | 5         |

**SUMMARY:** Responsible for safety of patrons in pool, and pool area. Responsible to uphold regulations and policy.

**DUTIES & RESPONSIBILITIES:**

1. Assist Aquatic Supervisor with swimming lessons, pool activities, and other events.
2. Monitor swimming activities in an indoor multiple natatorium. (aquatic facilities)
3. Maintain the safety of all members.
4. Enforce swimming area rules and regulations.
5. Ability to teach aquatic based classes to members.
6. Willingness to give facility tours to perspective members and guests.
7. Monitor, test, and adjust pool chemicals and record test results as needed.
8. Responsible for clerical duties assigned by supervisor.
9. Assist in maintenance of aquatic facilities, offices, locker rooms, and shower facilities.
10. Perform other duties as assigned by supervisor.

**REQUIRED SKILLS & ABILITIES:**

1. Willingness to continually keep updated on first aid, lifesaving skills/certifications.
2. Must not have been convicted of any offense which is related to children.
3. Must promote a healthy non-abusive lifestyle.
4. Must have proper Driver's License, transportation, and insurance.

**MINIMUM QUALIFICATIONS: (REQUIRED KNOWLEDGE & EXPERIENCE)**

1. High School diploma or equivalent or be a student in good standing.
2. Must have current lifeguard, first aid, and CPR, AED certifications or be able to attain certifications in 2-3 weeks of hire.
3. Knowledge of basic computer knowledge and previous cashier skills.
4. Must be at least 16 years of age.

**WORKING CONDITIONS:**

See Physical Demands Worksheet

*"All employees are subject to the Drug, Alcohol and Controlled Substance Policy."*

EEO: 7

NON-EXEMPT

NO FLEX

Funding Source: NPD

Approved: Admin.11.06.08 Legislature 11.18.08

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