

City of Claremont, New Hampshire

Position Description

Position Titled: Lifeguard
Reports to: Center Coordinator
Department: Parks & Recreation
FLSA Status: Non-Exempt

Union/Merit: Merit
Grade Level-Points: 2-255
Revised/Updated:

Job Summary

The position under general supervision, ensures the safety of the patrons at the aquatic facility by preventing and responding to emergencies.

Essential Job Functions (Except as specifically noted, the following functions are considered essential to this position. The listed examples may not include all duties found in this class)

1. Maintains constant surveillance of patrons in the facility; acts immediately and appropriately to secure safety of patrons in the event of an emergency.
2. Provides a safe, fun and interactive environment for patrons.
3. Provides emergency care and treatment as required until the arrival of emergency medical services.
4. Presents professional appearance and attitude at all times, maintains a high standard of customer service.
5. Performs various maintenance duties as directed to maintain a clean and safe facility.
6. Prepares and maintains appropriate activity reports.
7. Ensure that patrons follow aquatic area rules.
8. Performs related tasks as required.

Peripheral Duties

Analyze and recommend improvements to equipment and facilities, as needed.

Desired Minimum Qualifications

Education and Experience: Fifteen years of age at time of certification and first employment date. American Red Cross Lifeguarding Certification preferred. CPR, AED and First Aid Certified.

Necessary Knowledge, Skills and Abilities:

- Ability to react calmly and effectively in emergency situations.
- Skill in the application of lifeguarding surveillance and rescue techniques.
- Ability to pass a pre-employment physical skills evaluation as stipulated by the department.

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The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The use of an 8 hour day is to show the typical condition requirements for sitting, walking and standing and should not be construed that all jobs are 8 hours.

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- Ability to prepare routine administrative paperwork.
- Knowledge of CPR and emergency medical procedures.
- Ability to follow routine verbal and written instructions.
- Knowledge of customer service standards and procedures.

Supervision Received

Work is performed under general supervision of the Center Coordinator and/or Head Lifeguard. The incumbent uses a moderate amount of independent judgment in making decisions and working with the Center Coordinator and/or Head Lifeguard. Work is reviewed through observation, staff meetings and reports of department activities.

Supervision Exercised

Lifeguard does not supervise other employees but works in a team environment. Incumbent does work collaboratively with other community center staff.

Responsibility for Public Contact

Daily contact requiring courtesy, discretion, and sound judgment. The Lifeguard has a wide range of personal contacts that include the public, community center staff and other City Employees.

Licensing & Certification

American Red Cross Lifeguard Training or equivalent. CPR & First Aid Certifications for the Professional Rescuer.

Tools & Equipment Used

Required to have at all times a Rescue Tube, Whistle and fanny pack with first aid equipment.

Typical Work Surface(s): Tile or cement flooring, pool areas, lifeguard stations.

Typical Controls & Equipment Rescue tubes, whistles, fanny pack, AED, phone.

Typical Work Environment: Inside: 100% Outside: 0%

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Summary of Occupational Exposures: Ability to sit, stand and walk for long periods of time. Exposure to pool chemicals, cleaning fluids, working in pool facilities where there is always the presence of dampness and pool chemical order. Evenings, weekends and late night hours are required. The incumbent's working conditions are moderately loud depending on the attendance in the pool areas. Ability to maintain safety for our patrons with the highest level of customer service. Ability to react promptly to a variety of situations.

Physical Activity Requirements

Primary Physical Requirements

<u>LIFT up to 10 lbs.:</u>	Frequently required
<u>LIFT 11 to 25 lbs.:</u>	Frequently required
<u>LIFT 26 to 50 lbs.:</u>	Rarely required
<u>LIFT over 50 lbs.:</u>	Not required

<u>CARRY up to 10 lbs.:</u>	Occasionally required
<u>CARRY 11 to 25 lbs.:</u>	Occasionally required
<u>CARRY 26 to 50 lbs.:</u>	Occasionally required
<u>CARRY over 50 lbs.:</u>	Rarely required

<u>REACH above shoulder height:</u>	Occasionally required
<u>REACH at shoulder height:</u>	Occasionally required
<u>REACH below shoulder height:</u>	Occasionally required
<u>PUSH/PULL:</u>	Occasionally required

Other Physical Considerations

<u>Twisting:</u>	Occasionally required
<u>Bending:</u>	Occasionally required
<u>Crawling:</u>	Rarely required
<u>Squatting:</u>	Occasionally required
<u>Kneeling:</u>	Occasionally required
<u>Crouching:</u>	Occasionally required
<u>Climbing:</u>	Occasionally required
<u>Balancing:</u>	Rarely required
<u>Grasping:</u>	Frequently required
<u>Handling:</u>	Frequently required
<u>Torquing:</u>	Occasionally required
<u>Fingering:</u>	Frequently required

During an 8-hour Day, Employee is Typically Required To:

	<u>Consecutive Hours</u>	<u>Total Hours</u>
Sit	1 2 3 4 5 6 7 8	1 2 3 4 5 6 7 8
Stand	1 2 3 4 5 6 7 8	1 2 3 4 5 6 7 8
Walk	1 2 3 4 5 6 7 8	1 2 3 4 5 6 7 8

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Cognitive and Sensory Requirements:

<u>Talking:</u>	Necessary for communicating with others.
<u>Hearing:</u>	Necessary for taking instructions and information.
<u>Sight:</u>	Necessary for performing job effectively and correctly.
<u>Tasting & Smelling:</u>	Not required for the performance of the functions of this position.

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