



City of Saginaw

333 West McLeroy
P.O. Box 79070
Saginaw, Texas 76179
817-232-4640
Fax 817-232-4644
www.ci.saginaw.tx.us

**RECREATION CENTER
AQUATIC CENTER HEAD LIFEGUARD
2023 SUMMER SEASON**

OPENING DATE: February 28, 2023

CLOSING DATE: Open Until Filled

SALARY: \$17.00 per hour

SEASONAL WORK SCHEDULE: June 01, 2023 – September 02, 2023
Varied Hours

MINIMUM REQUIREMENTS:

CITIZENSHIP: Must be a United States Citizen by birth or lawfully authorized.

EDUCATION: Less than a high school diploma

IDENTIFICATION: Must have a valid Texas Driver's License or valid identification

REQUIREMENTS: Must be 17 years of age to be hired.
American Red Cross Lifeguard Training Certification; Certified Pool/Spa operator's License (CPO) or Certified Aquatic Facility Operator's License (AFO) preferred; American Red Cross CPR Certification; Standard First Aid Certification or equivalent; AED Operator Certification

MUST BE ABLE TO PERFORM ESSENTIAL AND NON-ESSENTIAL JOB DUTIES WITH OR WITHOUT A REASONABLE ACCOMMODATIONS. (PLEASE READ DESCRIPTION ENCLOSED IN PACKET.)

All applications must be returned with the following:

- a. Copy of valid Texas Driver's License or valid Identification
- b. Copy of Social Security Card
- c. Authorization to Conduct Drug and or Alcohol Testing Form
- d. Authority for Release of Information and Waiver Form
- e. Supplemental Work and Personal History Form (Page 1 and 2)
- f. DPS Computerized Criminal History (CCH) Verification Form

HIRING PROCESS

The hiring process will consist of the following: Oral interview, background check, physical examination and drug screen. Any offer of employment is contingent on applicant passing the physical examination and the drug screen. **We reserve the right not to employ any applicant.**

City of Saginaw Human Resources
333 West McLeroy Blvd., Saginaw, Texas 76179
817-230-0330 OR 817-230-0329

Applications: Mail or Hand Deliver
City of Saginaw, City Hall
333 West McLeroy Blvd.
Saginaw, TX 76179

NON-TOBACCO USERS PREFERRED, NO SMOKING IN ANY CITY BUILDING OR VEHICLE

Equal Opportunity Employment Note: The Immigration Reform and Control Act of 1986 requires the City of Saginaw to hire only U.S. Citizens and lawfully authorized alien workers. Employability verification will be required of prospective employees.

**CITY OF SAGINAW
JOB DESCRIPTION**

Job Title: Head Lifeguard (Aquatic Center)
Department: Recreation & Community Services
Seasonal/Temporary Position

Effective: 11/08/2022
State Employment Commission Code: 7999
Worker's Compensation Number: 8810

Job Summary:

Assists the Pool Manager personally or through subordinates regarding public swimming pool operations, maintenance and sanitation in accordance with municipal rules and procedures by: supervising certified lifeguards and assisting in scheduling; assists in lifeguards training; render emergency first aid and notify proper authorities. Successful candidate will be responsible for ensuring patron safety by enforcing pool rules and regulations; perform water rescues and administer basic first aid as needed; and assist with general maintenance of the pool area and equipment.

The intent of this job is to provide a representation summary of the major duties and responsibilities performed in this position. The head lifeguard may not be required to perform all duties in the description and may be required to perform position-related task and other than those specifically listed in this position.

Essential Job Functions:

This position must have the demonstrated ability to communicate effectively and answer questions with a variety of customers; Ability to maintain appearance of the facility by performing light custodial duties; Basic knowledge of common aquatic facility apparatus; Perform other duties as assigned; Must be able to lift items weighing up to twenty-five pounds; Position will be exposed to an out-of-door environment, subject to extremes of temperature and inclement weather.

Other Job Functions:

Must be able to work weekdays, afternoons, evenings and weekends.
Regular and consistent attendance for the assigned work hours is essential.
Works with other City departments as needed.
Performs other duties as assigned.

Required Education, Degrees, Certificates, and/or License:

High School diploma or GED, two years related experience and/or training; or equivalent combination of educations and experience; Life guarding for the Professional Rescuer certification; American Red Cross CPR certification required; Standard First Aid certification or equivalent; AED certification; Desirable: WSI [Water Safety Instructor] Certification; Candidate must pass a pre-employment drug screen, background check and physical. Must possess a valid Texas driver's license or valid identification. Must be 17 years of age to be hired.

Experience, Training, Knowledge, and Skills:

Ability to communicate effectively and work well with a wide variety of people is required; Must possess a basic knowledge of swimming pool chemical analysis and adjustment (preferably through personal computer programs); Must possess a demonstrated physical fitness and required for extended or strenuous swimming or lifeguard activities; Must have the ability to operate computers, printers, calculators, FAX machine, typewriter, copy machine, telephone; Must be a highly motivated individual possessing exceptional customer service skills.