



Des Moines Pool Metropolitan Park District APPLICATION FOR EMPLOYMENT



The Des Moines Pool Metropolitan Park District is an Equal Opportunity Employer and does not unlawfully discriminate on the basis of race, sex, age, color, sexual orientation, religion, national origin, marital status, genetic information, veteran's status, disability, or any other basis prohibited by federal, state or local law.

INSTRUCTIONS FOR COMPLETING THIS APPLICATION

- A separate original application must be completed for EACH POSITION for which you are applying. We require the original application even if you fax your application to us. *Complete the application thoroughly.*
- Your answers determine whether you will be considered. We will not accept "See Resume." Resumes may be used to supplement an application, but may not be used in lieu of completing the application form.
- Applications that are incomplete will not be accepted.
- Be sure to sign your name and enter the date you signed it where the application asks. Original signature is required.
- Keep a copy of your application and any attachments because what you submit will not be returned.
- Only applicants who are interviewed will receive notice of selection.
- If you require a reasonable accommodation to complete the employment application process, please advise.
- Provide all information requested by printing in ink or typing. Use the 'TAB' key to move through the document.

Name (Last)	(First)	(Middle Initial)	Home Telephone () -
Address (Mailing Address)	(City)	(State)	(Zip) Other Telephone () -
E-Mail Address	Are you legally entitled to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No		

POSITION

Position Or Type Of Employment Desired	Will Accept: <input type="checkbox"/> Part-Time <input type="checkbox"/> Full-Time <input type="checkbox"/> Temporary	Shift: <input type="checkbox"/> Day <input type="checkbox"/> Swing <input type="checkbox"/> Graveyard <input type="checkbox"/> Rotating
Are you able to perform the essential functions of the job you are applying for, with or without reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Salary Desired	Date Available	

EDUCATION AND TRAINING

High School Graduate Or General Education (GED) Test Passed? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, list the highest grade completed						
College, Business School, Military (Most recent first)						
Name and Location	Dates Attended Month/Year	Credits Earned		Graduate	Degree & Year	Major or Subject
		Quarterly or Semester Hours	Other (Specify)			
	From			<input type="checkbox"/> Yes <input type="checkbox"/> No		
	To					
	From			<input type="checkbox"/> Yes <input type="checkbox"/> No		
	To					
	From			<input type="checkbox"/> Yes <input type="checkbox"/> No		
	To					

CURRENT CERTIFICATIONS

Lifeguard Certification	Number	Where Issued
ARC/AED/CPR Certification	Number	Where Issued
Water Safety Instructor	Number	Where Issued
Pool Operator Certificate	Number	Where Issued
Other Certificates	Number	Where Issued
Languages Read, Written or Spoken Fluently Other Than English		

VETERAN INFORMATION (Most recent)

Branch of Service	Date of Entry	Date of Discharge
-------------------	---------------	-------------------

SPECIAL SKILLS (List all pertinent skills and equipment that you can operate)

(Maximum 300 characters)

CRIMINAL CONVICTIONS

The Des Moines Pool Metropolitan Park District is mindful of its obligation to employ qualified persons and its entitlement under law to consider an applicant's convictions record as it relates to job performance. A conviction record will not disqualify you for employment unless such record would reasonably affect your fitness for the job for which you have applied. Have you been convicted of a felony or released from prison within the last ten (10) years, or have been convicted of a misdemeanor other than minor traffic offenses within the past three (3) years? YES NO

If Yes, Please Provide Details Regarding the Crime and the Sentence or Fine Imposed:

WORK EXPERIENCE (Most Recent First) (Include voluntary work and military experience)

Employer	Telephone Number () -	From (Month/Year)
Address		To (Month/Year)
Job Title	Number Employees Supervised	
Specific Duties (Maximum 350 characters)		Hours Per Week
		Last Salary
		Supervisor
		Reason For Leaving

Employer	Telephone Number () -	From (Month/Year)
Address		
Job Title	Number Employees Supervised	To (Month/Year)
Specific Duties (Maximum 350 characters)		Hours Per Week
		Last Salary
		Supervisor
Reason For Leaving		May We Contact This Employer? Yes No
Employer	Telephone Number () -	From (Month/Year)
Address		
Job Title	Number Employees Supervised	To (Month/Year)
Specific Duties (Maximum 350 characters)		Hours Per Week
		Last Salary
		Supervisor
Reason For Leaving		May We Contact This Employer? Yes No

OTHER PROFESSIONAL/VOLUNTEER POSITIONS

Position	Employer	Dates of Employment

To the best of my knowledge, the information herein is true and complete. I have read the JOB Opening Announcement and I can perform the essential functions of the position for which I am applying, with or without reasonable accommodation. I understand that if I receive a Conditional Offer of Employment for a position where I will have unsupervised access to children, developmentally disabled persons, or vulnerable adults, the Des Moines Pool Metropolitan Park District is authorized to complete a thorough background check pursuant to the Child/Adult Abuse Information Act. As part of its background investigation, the District may obtain a consumer report from a consumer reporting agency because your credit information is considered job related. I understand that I will be tested for the presence of drugs as part of the pre-employment screening if I receive a Conditional Offer of Employment for a position which requires a Commercial Driver's License. I authorize investigation of all statements in this application.

I certify the information contained in this application is true, correct, and complete. I understand that, if employed, false statements reported on this application may be considered sufficient cause for dismissal.

Signature of Applicant _____ Date _____

The Des Moines Pool Metropolitan Park District is an Equal Opportunity Employer

Job Description

Des Moines Pool Metropolitan Park District
22015 Marine View Drive S
Des Moines WA 98198
(206) 824-4722

Job Title: Head Lifeguard (2 Positions)

Reports to: Aquatics Coordinator & Aquatics Manager

Classification: Hourly, part-time, up to 39.5 per week

Compensation: \$16.00 to \$19.00 per hour, depending on experience

Deadline: Open Continuously. (First Review of Applicants – 01/24/2019).

Background:

The Des Moines Pool Metropolitan Park District (The District) was formed in December 2009 as a new municipal corporation. Its purpose is to operate the Mt. Rainier Swimming Pool in Des Moines WA. Currently, the District is conducting an Aquatic Feasibility Study to help determine the future of Aquatics in Des Moines. After years of operation by an outside contractor, the District is now embarking on direct operation of the Mt. Rainier Pool. There is need for several head lifeguards.

Position Summary:

The Head Lifeguard key responsibilities will be to

- Recruit, train and recommend lifeguards and swim instructors to management.
- Act as facility supervisor, while Aquatics Coordinator and Aquatics Manager are not at facility.
- Provide for the safety of pool patrons while in the water and on the deck by maintaining effective scanning of the assigned zone. Reposition if necessary for the best view of the pool/deck zone.
- Monitor activity in the pool and respond quickly and efficiently to emergency situations following established procedures.
- Work as part of a team and model professional behavior always.
- Provide excellent customer service to visitors to Mt. Rainier Pool.
- Report any safety, customer service, maintenance, and pool chemistry issues in a timely manner to management (Aquatics Coordinator and Aquatics Manager).

Essential Functions:

- Remember – safety is the number one concern.
- Be in rotation when required and perform regular lifeguard scanning duties.
- Communicate clearly and politely to patrons when responding to questions or providing direction.
- Educate patrons about the rules and reasons for them.
- Carry out facility rules and eliminate hazards to prevent accidents.
- Current certifications to administer First Aid, CPR and AED.
- Communicate clearly with other staff when assistance or equipment is needed
- Direct concerns and complaints to the Aquatics Manager, Aquatics Coordinator or Supervisor on duty

- Opens the facility as assigned preparing the till for the day, remove vacuum and ensure chemicals are within legal limits.
- Closes the pool as assigned ensuring all doors are locked, vacuum is placed in the pool, the till is closed out for the day and the safe is locked.
- Perform cashier duties including sales, registrations and patron inquiries as part of job content rotation.
- Provide accurate and timely submittal of reports and forms.
- Maintain required certifications.
- Perform down guard duties including cleaning.

Minimum Qualifications:

Certifications and Experience:

- Must be at least 16 years of age.
- Must be a certified lifeguard prior to start date.
- Ability to administer CPR, AED and First Aid.
- Must successfully complete a pre-hire skills assessment.
- Previous experience as a lifeguard desired.
- Must be able to obtain Lifeguard Instructor (LGI) certification within 6 months of hire. Preference will be given to applicants with this certification.

Knowledge:

- Ability to gain a working knowledge of principles and practices regarding the safe operation of a public swimming pool.
- Ability to work independently with minimal direction after appropriate training and as a team member in compliance with all policies and procedures of our organization.

Skills:

- Ability to model organizational team work to exceptional performance levels, exhibit positive work ethic and to integrate efforts of the entire organization.
- Must have general computer and cash handling practices. Beginner level proficiency with Microsoft Word and Excel desired.
- Strong written and verbal communication skills.

Attributes:

- Works well with people, treating everyone with respect and building trust.
- Takes appropriate initiative.
- Timely follow through on commitments.
- Delivers high quality work performance.
- Projects and maintains a positive image always.
- Works well as a team member/leader in all interactions.
- Provides consistent high-quality service.
- Always puts safety first.
- Able to work with or without direct supervision with good autonomy.
- Able to set and achieve goals with a strategy of continuous improvement.
- Maintains focus and achieves results relying on facts and data to support recommendations.

Other Considerations:

- Must be able to maintain flexible work hours spread over days and times of pool operation especially evening and weekend hours.
- Must possess a Washington state driver's license and a driving record free of moving violations for the past three years.
- Must be able to pass a WSP & FBI background check.
- Must be able to work a flexible schedule where shifts may be assigned opening, closing, or weekends, depending on the need of the facility. Work requires a normal range of vision and hearing, and the ability to lift more than 50 lbs., bend, and stoop.
- Lifeguards must also maintain appropriate physical fitness level and to perform emergency rescues and lifesaving procedures.
- Lifeguards need to be prepared to be wet for extended periods of time.

How to Apply:

To be considered for hire we require an [Employment Application](#) and cover letter. Please email to Dominic Finazzo, Aquatics Manager, by emailing to dominic.finazzo@desmoinespool.org or to the address below.

Dominic Finazzo, Aquatics Manager
22722 19th Avenue South
Des Moines, WA 98198