

**POSITION DESCRIPTION**

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| **Position Title:** | Casual Lifeguard/ Pool Attendant |
| **Department:** | Engineering & Technical Services/Urban Assets |
| **Main purpose of the role:** | Act as a pool lifeguard and supervise patrons in accordance with pool operating procedures, manuals and guidelines. |
| **Reports to:** | Pool Supervisor |
| **Subordinate Staff:** | Nil |
| **Hours of work:** | Casual |
| **Salary Grade:** | Grade 2, Band 1 Level 2 |
| **Note:** | People holding this position will be required to undergo a Working with Children Check in accordance with the provisions of the *Child Protection (Working With Children) Act, 2012* |
| **Last reviewed:** | December 2016 |

**RESPONSIBILITIES AND DUTIES**

* Act as a pool lifeguard and supervise patrons in accordance with pool operating procedures, manuals and guidelines.
* Interact with customers in accordance with customer service standards, policies and procedures;
* Cooperate in a team environment.
* Maintain a safe place of work by exercising own duty of care and adhering to established health and safety standards, policies and procedures.
* Respond to emergencies and provide first aid/emergency care in accordance with established emergency procedures and rescue techniques.
* Maintain currency of first aid qualifications.
* Maintain currency of Pool Lifeguard qualifications.
* Work in a safe and orderly manner within occupational health and safety policies and guidelines, reporting any hazards immediately to the Supervisor.

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* Undertake all responsibilities and duties in a positive manner to promote cooperation and good relationships.
* Ensure that a positive public image, in a polite, courteous and professional manner is portrayed to all internal and external customers.

**SELECTION CRITERIA**

* Current Pool Lifeguard Licence and/or Bronze Medallion
* Current First Aid Statement of Attainment.
* Current Working with Children Check clearance.
* Demonstrated excellent customer service skills
* Well-developed verbal, interpersonal and written communication skills.
* Ability to manage time and to plan and organise own work.

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