

Ashley Management Corporation
POSITION DESCRIPTION

Position: Lifeguard	
Department: Property Management	Reports to: Community Manager / Maintenance Superintendent
Classification: Non-Exempt	Date: June 2015

PURPOSE: Prevents drowning and injuries by providing safety instructions; recognizing and responding to emergencies; rendering Cardiopulmonary Resuscitation (CPR) and first aid by performing the following duties.

Duties & Responsibilities: Essential Duties and Functions are numbered in the list below. Non-Essential Duties may also be listed if appropriate for the position description.	
1.	Informs/enforces rules, hazards, and dangers to public/patrons; erects and adjusts signage as appropriate; warns violators, including expulsion from pool area if appropriate.
2.	Anticipates problems and threats by observing water conditions, weather, and public/patrons' actions; recognizing victim characteristics.
3.	Rescues victims by radioing for assistance; following emergency action standards; and approaching victims using appropriate techniques. Assesses injuries and conditions; implements appropriate rescue techniques.
4.	Maintains order in swimming areas.
5.	Routinely determines chlorine content and pH value of water with water testing kit. Logs compliance testing and notifies appropriate property personnel of conditions requiring attention.
6.	Keeps supplies and equipment ready by inventorying stock; placing orders; verifying receipt; inspecting and testing equipment; conducting pool inspections including filtration and circulating systems; distributing and collecting towels; cleaning equipment and spills.
7.	Inspects facilities for cleanliness. Uses appropriate disinfectants and other treatments as necessary.
8.	Cleans pool decking, furniture and general pool area.

Supervision Provided: No direct reports. Works laterally with other specialists.

QUALIFICATIONS: To perform this position successfully an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

Education & Experience (minimum required to enter the position): No specific level of education is required.	
Required Skills or Knowledge: Must be: <ul style="list-style-type: none"> • Red Cross/YMCA Lifeguard Training, within last 3 years • CPR Certification • First Aid Certification • Verify other requirements that may be specific to county / municipality of pool. 	
Technical Competencies: <p>Generally, must be 18 years of age. Individuals under 18 years olds may be considered on a case by case basis based on consultation with Human Resources.</p> <p>Other licenses and certifications as required by federal, state and local law.</p>	

Language Skills: Ability to read and interpret English documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to understand safety rules and instructions by direction and physical observation.

Mathematical Skills: Basic math skills required.

Reasoning Ability: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.

Physical Demands and Environmental Conditions:

- Ability to lift a minimum of 50 pounds.
- Ability to hear an active victim's cry for help.
- Ability to see a passive victim in trouble.
- Ability to work outdoors in temperatures exceeding 90 degrees.

Equipment Used: Radio, cleaning equipment, water testing kit, life/safety equipment.

Approval and Agreement of Position Understanding:

Manager's Signature: _____ Date: _____

Employee's Signature: _____ Date: _____