

An Invitation to Apply

Pleasant Hill Recreation & Park District invites applications for the position of



Pleasant Hill Recreation & Park District

People, Parks & Programs Since 1951
www.pleasanthillrec.com

147 Gregory Lane, Pleasant Hill, CA 94523
(925) 682-0896 • Fax (925) 682-1633
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Pool Maintenance Worker II

Provides for day-to-day maintenance operations for the District aquatic facilities with emphasis on maintaining safe, enjoyable, aesthetically pleasing and well maintained pool facilities and features for the community's use.

Essential Duties and Responsibilities

- Maintains swimming pools and related features by testing and regulating water chemistry, vacuuming, cleaning, servicing and repairing electrical, plumbing, heating, chemical feed, circulation and filtration systems; inspect, maintain, repair and replace as needed a wide range of items such as skimmers, chemical and feed pumps, pool heaters, water heaters, miscellaneous pumps and valves, drinking fountains, play apparatus, picnic features, fencing, signage, benches, patios and parking areas.
- Maintains pool buildings and structures by performing tasks related to the cleaning, servicing and repair of pool pump rooms, rest rooms, pool office, storage rooms and rooms for meetings, programs and/or activities.
- Maintains and ensures safe sites, facilities and features for use by the public and staff by conducting daily and periodic inspections for hazardous conditions and performing the necessary repairs /cleanup and written documentation; schedules and prioritizes repairs to pool and facilities to ensure all aquatic operations are safe for community's use.
- Provides new and/or upgraded facilities and features by participating in the installation, construction and development of various aquatic facility improvement projects.
- Maintains professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks and participating in professional societies.
- Contributes to a team effort by participating, supporting and accomplishing additional duties/tasks as assigned.

Qualifications

- **Education and/or Experience** - High School diploma or general education degree (G.E.D.) and some College experience is preferred with a minimum of 6 semester units of study in facility operations, maintenance, aquatics or related area and a minimum of 3 years of recent experience in the maintenance and operation of commercial swimming pools.
- **Language Skills** - Ability to read, analyze, and interpret general maintenance/repair manuals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers and the general public.
- **Mathematical Skills** - Ability to apply concepts of basic algebra and geometry.
- **Reasoning Ability** - Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- **Computer Skills** - To perform this job successfully, an individual should have knowledge of Internet software, Spreadsheet software and Word Processing software.
- **Certificates, Licenses, Registrations** - Have and maintain a valid California Drivers License with a good driving record during the course of employment. Ability to obtain CPO or AFO certification within one year of hire. Certification in Lifeguard Training/First Aid/CPR highly desirable.
- **Other Skills and Abilities** - Must have a thorough, practical and technical knowledge of electricity, plumbing, chemistry, State and County Health Codes or requirements relating to public pools including water purification, sanitation, heating, circulation and chemical feed systems as well as associated amenities and features. Must be able to effectively and safely operate and maintain a wide range of hand tools, power tools and equipment. Must be a proficient swimmer (passed American Red Cross Level 4 or higher).

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is frequently required to stand; walk and sit. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds and occasionally heavier loads with proper mechanical assistance or assistance from another person. Specific vision abilities required by this job include peripheral vision, depth perception and ability to focus. Good hearing is also required.

Compensation & Benefits

The salary range for this position is \$3723-4525 per month. Initial salary placement is dependent upon the selected candidate's experience and qualifications. Pleasant Hill Recreation & Park District offers a benefits package that includes:

- Retirement: CalPERS, 2% at age 55. The District pays the full cost. Coverage begins on the first day of employment.
- Paid Holidays and Vacation: In the first year of employment, the District offers 13 paid holidays and 12 vacation days. After five years of service, an additional five days of vacation will be provided, with increases up to 28 vacation days per year.
- Health Insurance: The District pays for Kaiser S coverage after 30 days of employment for the employee and family.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee is regularly exposed to outside weather conditions and moving mechanical parts and frequently exposed to wet and/or humid conditions. The employee is occasionally exposed to high precarious places; fumes or airborne particles and toxic or caustic chemicals, extreme heat, risk of electrical shock and vibration. The noise level in the work environment is usually moderate but can range to very loud.

- Dental Insurance: Both the employee and family are eligible for Delta Dental coverage after six months of employment.
- Life Insurance: Jefferson Pilot Financial Coverage of \$50,000 per employee is available after 30 days of employment.
- Workers Compensation: All employees are covered under the District's Joint Powers Agreement, CAPRI.
- Credit Union Membership: Employees are eligible to join Contra Costa Federal Credit Union.
- Deferred Compensation Program: through AIG/Valic
- Pre Paid Legal Plan: Offered through Parker Stanbury Law firm.
- Flex 125 Plan: Offered through American Fidelity.
- AFLAC: Various plans available.

Pre-Employment Conditions: Candidates receiving a conditional job offer must pass a pre-placement physical examination and fingerprint/background review.

To Apply If you are interested in this important career opportunity, please submit:

1. Official PHRPD application
2. Pool Maintenance Supplemental Questionnaire
3. Current DMV print out dated no more than 15 days prior to application date

Resumés and other unsolicited materials will not be considered in lieu of information requested on the application and supplemental questionnaire. Failure to provide complete information will jeopardize your opportunity for full consideration.

The selection process may include one or more of the following: application review and evaluation, performance test, and/or oral interview examination.

SUBMIT TO: Pleasant Hill Recreation & Park District, 147 Gregory Lane, Pleasant Hill, CA 94523

- Applications must be received by **5:00 pm on September 18, 2009**
- Interviews are tentatively scheduled for October 1, 2009

Application and Supplemental Questionnaire available at www.pleasanthillrec.com, the PHR&PD Office, 147 Gregory Lane, Pleasant Hill, CA 94523, or by calling (925) 682-0896.

All questions should be directed to Aquatics Supervisor, Korey Riley (925) 682-0896, kriley@pleasanthillrec.com