

Department: In all Civil Divisions  
Classification: Non-Competitive (Seasonal)  
Grade: \_\_\_\_\_

SPEC DISK D1  
DOCUMENT 05  
FLSA - Not Exempt

### **ASSISTANT SWIMMING AREA DIRECTOR**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility to assist the Swimming Area Director in the supervision and the safe, efficient and economic operation of a swimming area. The position is under general supervision of the Swimming Area Director. Supervision is exercised over subordinate staff. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Assists in the supervision, operation and maintenance of bath houses, toilets, picnic grounds and pool or beach, and all swimming area equipment;  
Assists or may be responsible for keeping records of attendance, inventory, bathing suit rental, cost of operations, money collected, payrolls, time records and other necessary paper work.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of modern methods, materials and tools for operation of a swimming area; good knowledge of first aid, lifesaving and rescue work; ability to plan and direct the work of others; initiative; sound judgement; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

- (a) Graduation from high school or possession of a high school equivalency diploma and two seasons of lifeguard experience; or
- (b) An equivalent combination of training and experience.

**SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:**

At least 18 years of age.

Possession of a current American Red Cross basic life support for the professional rescuer CPR, or equivalent combination; and possession of a current lifeguard training certificate from a certifying agency (such as the American Red Cross, Boy Scouts, YMCA) acceptable to the State Health Commissioner.

REVISED 5/24/99