



City of
Marion
Ohio

Affirmative Action Committee

Marion City Hall
233 West Center Street
Marion, Ohio 43302

March 6, 2020

TO WHOM IT MAY CONCERN:

The City of Marion has a need to hire individuals for the following seasonal positions at the **Lincoln Park Family Aquatics Center**.

Lifeguard

- Note:**
- Applicant must be 16 years of age or older.
 - Passing of a Background Check is a condition of employment.
 - Non tobacco users only.

Application Opening Date/Time: March 9, 2020
 Application Closing Date/Time: UNTIL FILLED
 Applications may be obtained from: Human Resources Office, 233 W. Center St., 3rd floor
 - OR - download from www.marionohio.us/employment

It is the policy of the City of Marion not to discriminate in the selection of candidates.

Janell O'Neil, Affirmative Action Secretary
City of Marion

Attachment

- | | | | | |
|------------------------|-----------------------|---------------|-----------------|-----------------|
| cc: Committee Members | Public Works Director | Airport | IT | Probation |
| Support Data List (AA) | HRAA – O'Connor | Council | Law Director | Senior Center |
| Mayor | HRC – Mayes | Engineering | Municipal Court | Transit |
| Safety Director | City Hall – 3 Floors | Fire Dept (3) | Parks | Utility Billing |
| Service Director | Auditor | Garage | Police Dept | WWTP |

WHEN POSTING, PLEASE DISPLAY IN AN AREA ACCESSIBLE TO THE GENERAL PUBLIC.

AN EQUAL OPPORTUNITY EMPLOYER

CITY OF MARION, OHIO
Job Description

Job Title: LIFEGUARD
Department: AQUATICS
Reports To: AQUATICS DIRECTOR
FLSA Status: Seasonal
Prepared By: H. R.
Prepared Date: 01/09/2012
Approved By:
Approved Date:

Job Type: Seasonal

Location: Lincoln Park Family Aquatics Center

Overall Job Objective: Guards swimming areas and observes swimmers to ensure safety; may perform rescue duties as needed, and perform related duties as assigned.

Duties & Responsibilities

- Takes proper safety precautions, anticipates unsafe circumstances, acts accordingly to prevent accidents and injuries, and ensures the safety of participants, facilities, and equipment.
- Guards swimming areas and observes swimmers to ensure safety, order and discipline of participants, and/or players, and/or customers.
- Enforces rules, regulations, and policies; maintains safety, order and discipline of participants, and/or players, and/or customers.
- Performs general housekeeping and maintenance duties in pool areas.
- Works as part of a team, attending, orientation and/or staff meetings as needed.

Qualifications - Required Minimum Qualifications

- American Red Cross or equivalent certifications:
 - CPR for lifeguards
 - AED
 - First Aid
 - Lifeguard Training
- Ability to speak/write/understand English.
- Ability to evaluate conditions in assigned area and make judgments related to safety.
- Ability to provide excellent customer service.
- Ability to stand, walk, and kneel in the performance of assigned tasks.
- Clean and neat appearance.

- Current lifeguard certification and ongoing ability to pass all certification components.
- Effective interpersonal skills, including conflict resolution skills.
- Effective leadership skills.
- Tactful and effective communication skills.
- Must maintain acceptable background information, including conviction history.
- Must be 16 years of age or older.

Desired Qualifications - In addition to the required minimum qualifications:

- Previous experience as a Lifeguard.
- Previous experience as a Water Safety Aide.