



City of Klamath Falls

Position Description

Position: Aquatic Facilities Maintenance	Group: Non-represented/Part-time
Department/Division: Public Works/Parks-Pool	FLSA: Non-exempt/Non-represented
Evaluated by: Pool Manager	Salary Grade: 110

Summary

Under the supervision of the Pool Manager and/or the Pool Supervisor, the Aquatic Facilities Maintenance position is responsible for performing a variety of manual and semi-skilled tasks related to pool maintenance, operation, and construction in support of pool staff. The incumbent works in and out of buildings performing general maintenance and repairs to buildings. The Aquatic Facilities Maintenance position works in the pool pump room and works with pool chemicals. Position is subject to varied schedules including nights, weekends, and holidays.

Distinguishing Career Features

The Aquatic Facilities Maintenance is a mid-level position that works nearly independently and provides support in administering the overall pool maintenance of the City’s established mission and goals. The Aquatic Facilities Maintenance position is responsible for the upkeep of water chemistry, general grounds cleaning and maintenance, and other related duties at all aquatic recreation facilities.

Essential Duties and Responsibilities

- Duties may include but are not limited to the following:
- Maintain pool cleanliness, chemicals, and equipment. Ordering pool chemicals and cleaning supplies within established guidelines.
 - Perform daily chemical and water balance checks. Adjust as needed.
 - Daily walk through of all buildings at aquatics facility to inspect for repairs and/or safety concerns. Under minimal supervision, perform minor repairs and preventative maintenance of the interior and exterior areas of the facility.
 - Perform grounds maintenance year-round including mowing, tree trimming/fertilizing, shoveling snow and de-icing.
 - Maintains good relations with the public.
 - Develops and maintains safe work habits for patrons, staff and general public.
 - Performs other duties as assigned that support the overall objective of the position

Qualifications

▪ **Knowledge and Skills**

Knowledge of basic tools, equipment, methods and materials used in pool and general facility operations. Safe aquatic practices and the ability to recognize hazardous materials and chemicals. Knowledge of state health and safety requirements for general use swimming pools. Skills in Operating, maintaining, and repairing the equipment and facilities related to the operation of a swimming pool.

▪ **Abilities**

Perform manual tasks without supervision and follow both written and oral instructions; good verbal and written communications skills; work in a team; read and understand all policies and procedures of the functions assigned. Maintain a neat and professional appearance.

▪ **Physical Abilities**

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. Incumbent must be able to work in the outdoors and in an office environment. While performing the duties of this job, the employee must be able to sit, stand, walk; swim and perform related duties in the water; use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee frequently is required to climb or balance. Requires sufficient hand-eye-arm coordination to use a keyboard and basic metering tools. Requires auditory ability to carry on conversations over the phone and in person. Requires visual acuity to include close and distance vision and the ability to adjust focus. Requires ability to visually access multiple situations in rapid succession and make the appropriate decisions for response. The employee must regularly lift and/or move up to 50 pounds.

▪ **Education and Experience**

- High School Diploma or GED
- Prefer at least one-year previous experience working at and maintaining a swimming pool or equivalent aquatic facility

▪ **Licenses and Certificates**

Required:

Certified Pool Operator Certification

Preferred at hire date or completed within six-months of hire date:

CPR/AED/First Aid Certification

▪ **Working Conditions**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions. Work is performed in both an office environment and outdoors in varied weather conditions. Incumbent may encounter regular exposure to hazardous chemicals, vibration, fumes and high noise levels.

▪ **Pre-Employment**

Job offers for this position are contingent upon the individual passing a pre-employment drug screen, background check and verification of all required certificates.

The City of Klamath Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City of Klamath Falls will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.