



## **CITY OF AVON LAKE ASSISTANT POOL MANAGER**

The City of Avon Lake is seeking qualified applicants for a part-time position to assist in the overall pool operations of the Ellen Trivanovich Aquatic Center for the 2020 calendar year.

### **DUTIES:**

- Assist managing and supervising the Ellen Trivanovich Aquatic Center including Risk Management
- Recruits, hires, trains, schedules, supervises and evaluates admission and maintenance season staff for the City of Avon Lake aquatic facility.

### **TRAINING, EXPERIENCE & CERTIFICATIONS:**

- Bachelor's degree preferred.
- Certified Pool Operator preferred.
- CPR/AED certification.
- Two to three (2-3) years/seasons of work experience that provide the skills and ability to perform the essential job functions.

### **ABILITY TO:**

- Manage mechanical system operations, maintenance, chemical treatments and filtration of the aquatic facilities.
- Provide training/coaching/staff development.
- Maintain accurate records.
- Serve as strong role model who motivates and inspires employees.
- Identify employee's potential and foster development for promotion to the next level.
- Utilize sound judgement and decision making skills based on experience, policy and procedure, or knowledge of the setting.
- Develop and achieve goals for the program.
- Provide excellent customer service.
- Adjust to multiple demands, shifting priorities, ambiguity and change.
- Communicate effectively both orally and in writing.
- Stand and walk approximately 85%-95% of shift.
- Lift and carry 10-65 lbs; ability to move freely throughout the facilities.

### **SKILLED IN:**

- The use of computer applications including Microsoft Office and Google.

### **PART-TIME WAGES:**

- \$12-\$15/hour, depending on qualifications and experience.
- 5-20 hours a week during the months of April and May.
- 35-40 hours a week during the months of June-September.

### **SUBMITTAL:**

Please submit your resume and letter of interest to the Recreation Department:

150 Avon Belden Road

Avon Lake OH, 44012

Attn: Tim Pinchek – Director of Recreation

[tpinchek@avonlake.org](mailto:tpinchek@avonlake.org)