

JOB TITLE: Cashier of the Muehlhausen Aquatics Center(MAC)

ACCOUNTABLE TO: Manager of the Muehlhausen Aquatics Center

PRINCIPAL PURPOSE OF JOB:

To greet Pool patrons, collect user fees, and to serve and assist the public with their needs.

ESSENTIAL LEVEL OF AUTHORITY:

Supervises MAC patrons as they arrive. Is responsible to consistently enforce the rules and procedures of the MAC with the MAC patrons.

WORK ENVIRONMENT:

While performing the duties of this job, the employee works outdoors at the Muehlhausen Aquatics Center(MAC) and is regularly exposed to outside weather conditions. The noise level in the work environment is moderately noisy at the Muehlhausen Aquatics Center. Duties may also include work around chemicals such as Chlorine tablets, sealed acid containers & cleaning supplies; Also, testing kit is operated with reagents that measure the water sanitation.

EXAMPLES OF DUTIES:

The following duties are not inclusive of all duties and the incumbent performs other related duties as required:

- Carries out assigned duties as a lifeguard, supervising water activities, maintaining accident/incident records, and preventing accidents.
- Sets up, stores and maintains equipment and supplies necessary to the Aquatics.
- Maintains pool sanitation and appearance.
- Performs first aid and responds to emergency situations such as inclement weather, find lost children, near-drownings, etc.
- Maintains health and safety practices for park patrons.
- Evaluates aquatics operations as well as job responsibilities at the close of the summer season.
- Maintains physical strength, stamina and abilities throughout the operating season.
- Performs other related essential in-service & skill related duties as required.

QUALIFICATIONS:

Education:

- Prefer a High School student or above.

Experience:

- Prefer a minimum of 15 years of age.
- Should be able to pass a swim, skill and knowledge test prior to employment including meeting swimming speed minimums, underwater dive and rescue skills.

Licensing and Certification:

- Possession of a valid Indiana State driver's license at the time of appointment or the ability to obtain one within thirty (30) days, and a driving record acceptable to the City's Risk Manager.
- Holds current certification for Either American Red Cross Lifeguard or its equivalent (i.e., YMCA, Boy Scouts, or Jeff Ellis & Associates).
- Holds current certification in Standard First Aid from the ARC or the Equivalent and Cardiopulmonary Resuscitation form the ARC or the equivalent

Knowledge, Skills, and Abilities:

- Must be able to pass a 5-Panel drug screen
- Is available May through Labor Day.
- Must have the physical ability to perform all of their lifeguard duties.

- Is able to demonstrate skill in rescue and emergency procedures appropriate to the Aquatics area.
- Has good judgment in anticipating and preventing accidents.
- Is able to act calmly and quickly during emergencies.
- Is able to give and / or follow directions in an emergency.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements.

EEO CATEGORY

STATUS Non-Exempt