



Title: Aquatics Maintenance Specialist

FLSA Status: Non-Exempt

BRIEF DESCRIPTION:

The purpose of this position is to provide and coordinate maintenance to City aquatics facilities. This is accomplished by performing a variety of skilled maintenance, monitoring and repair work of the City's public pools and multiple park fountains. Other duties may include completing related tasks as assigned.

ESSENTIAL FUNCTIONS:

Note: This information is intended to be descriptive of the key responsibilities of the position. The list of essential functions below does not identify all duties performed by any single incumbent in this position. Additionally, please be aware of the legend below when referring to the physical demands of each essential function.

(S) Sedentary	(L) Light	(M) Medium	(H) Heavy	(V) Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally; 10 lbs. frequently; or negligible amounts constantly; OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally; 10-25 lbs. frequently; or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally; 10-25 lbs. frequently; or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally; 50-100 lbs. frequently; or up to 20-50 lbs. constantly.

#	Code	Essential Functions
1	H	Performs skilled aquatics maintenance and repair work related to the care and maintenance of the City's aquatic facilities.
2	M	Maintains public pools to meet all applicable health standards. Maintains records on tests and chemical usage. Researches new codes, regulations and maintenance practices related to swimming pools.
3	S	Oversees the daily activities of maintenance and seasonal staff at all aquatics facilities. Assists with recruiting, hiring, training, scheduling, supervising, and evaluating seasonal maintenance staff.
4	S	Assists with annual budget process; operating and capital improvement budgets and estimates.



JOB REQUIREMENTS:

-Description of Minimum Job Requirements

Experience	2-4 years experience. Considerable previous experience required in the same or similar previous positions. The job requires a sound knowledge of common and uncommon techniques, concepts, methods, practices, use of forms, routines, etc., of complex nature.
Education	High school graduation or equivalency.
Technical Skill	Skilled technical skills. Work requires predominately routine and some non-routine technical skills. Requiring practical knowledge of a technical field with use of judgment and decision-making abilities appropriate to the work environment to the organization.
Physical Demands	Work requires heavy physical exertion and effort. Forces exerted are equivalent to lifting between 25 and 50 pounds. The need for physical stamina and endurance is great. The degree of physical strain produced on the job is high. It results in fatigue, and requires periods of rest. Job requirements for manual dexterity and physical manipulation are high. Work could involve the coordination of body movements involving various body postures.
Contacts	Contacts are necessary to perform the job as work involves internal and external contacts for the purpose of explaining routine and non-routine business matters including how information was collected or processed or to correct a breakdown in the flow of information. Contacts are frequently with other departments. Work involves infrequent contact with people who are upset, uncooperative or have difficulty communicating their requirements and/or an infrequent requirement to communicate information that people do not want to hear or may find upsetting.
Responsibility	May show another employee how to perform a task or may have some lead authority over one or more people for a short period of time through the year. May train replacement and/or co-worker in own job functions.
Accountability	Decision/action situations have a moderate impact on the organization. Errors are usually detected after the fact and may result in significant interruption and delay in work output and may have a moderate impact on resources within a department. Errors may have an impact on other departments and external relationships.
Environment	Exposure to physical hazards, health and safety risks, adverse or otherwise undesirable characteristics in the environment such as laboratory or warehouse, machinery vibration and noise, and hazardous chemicals. Personal risks require use of safety equipment or following precautions closely.
Safety	Responsible for personal performance as a source of serious safety risk. Work involves the use of hazardous tools, equipment and/or materials OR ensuring organizational compliance with rules, procedures and legislation for safe operation of facility, safety and development of safe work procedures.
Reading	Intermediate - Ability to read papers, periodicals, journals, manuals, dictionaries, thesauruses, and encyclopedias. Ordinarily, such education is obtained in high school up to college. However, it may be obtained from experience and self-study.
Math	Basic - Ability to perform the four basic arithmetic operations (addition, subtraction, multiplication, division). Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Writing	Basic - Ability to write simple sentences containing subject, verb, and object, and/or series of numbers, names, and addresses. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Certifications & Other Requirements	Valid Arizona Commercial Drivers License (CDL) - Class "C" with Hazard Materials endorsement upon hire. Ability to pass CDL physical with breathing apparatus test to work underwater. Certified Pool Operator Certification upon hire. Hazardous Chemical Handling and OSHA Respiratory Protection Training within 6 months of hire.



OVERALL PHYSICAL STRENGTH DEMANDS:

-Physical strength for this position is indicated below with “M”				
Sedentary	Light	Medium	Heavy	Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C Continuously 2/3 or more of the time.	F Frequently From 1/3 to 2/3 of the time.	O Occasionally Up to 1/3 of the time.	R Rarely Less than 1 hour per week.	N Never Never occurs.
---	---	---	---	-----------------------------

Note: This is intended as a description of the way the job is currently performed. It does not address the potential for accommodation.

-Physical Demand-	-Frequency-	-Brief Description-
Standing	F	Observing work site, observing work duties, communicating with co-workers
Sitting	O	Desk work, meetings, driving
Walking	F	To other departments/offices, around work site
Lifting	F	Supplies, files
Carrying	F	Supplies, files
Pushing/Pulling	F	File drawers, tables and chairs
Reaching	F	For supplies, for files
Handling	F	Paperwork
Fine Dexterity	C	Computer keyboard, telephone keypad, calculator
Kneeling	F	Filing in lower drawers, retrieving items from lower shelves/ground
Crouching	O	Filing in lower drawers, retrieving items from lower shelves/ground
Crawling	O	Under equipment
Bending	F	Filing in lower drawers, retrieving items from lower shelves/ground
Twisting	F	From computer to telephone
Climbing	O	Stairs, step stools
Balancing	O	On step stools
Vision	C	Reading, computer screen, driving
Hearing	F	Communicating via telephone/radio, to co-workers/public
Talking	O	Communicating via telephone/radio, to co-workers/public
Foot Controls	O	Driving
Other (specified if applicable)		



MACHINES, TOOLS, EQUIPMENT, SOFTWARE, AND HARDWARE:

Electric and hand drills, submersible pump, jackhammers, gas and automatic vacuums, concrete saw, floor sander, power washer, mower, trimmer, edger, saws, router, drills, locator and tester, chemical sprayer, deck/floor scrubbers, breathing apparatuses, torches, electric, snake and grinder. Software: Microsoft Office, Strantrol feeder control system, and microprocessors

ENVIRONMENTAL FACTORS:

C	F	O	R	N		D	W	M	S	N
Continuously	Frequently	Occasionally	Rarely	Never		Daily	Several Times per Week	Several Times per Month	Seasonally	Never
-Health and Safety Factors-						-Environmental Factors-				
Mechanical Hazards			C			Respiratory Hazards			D	
Chemical Hazards			C			Extreme Temperatures			S	
Electrical Hazards			C			Noise and Vibration			W	
Fire Hazards			R			Wetness/Humidity			S	
Explosives			O			Physical Hazards			D	
Communicable Diseases			R							
Physical Danger or Abuse			O							

PROTECTIVE EQUIPMENT REQUIRED:

Chemical suit, eye protection, ear plugs, safety footwear, gloves, and related equipment

NON-PHYSICAL DEMANDS:

F	O	R	N
Frequently From 1/3 to 2/3 of the time	Occasionally Up to 1/3 of the time	Rarely Less than 1 hour per week	Never Never occurs
-Description of Non-Physical Demands-			-Frequency-
Time Pressure			R
Emergency Situation			R
Frequent Change of Tasks			F
Irregular Work Schedule/Overtime			R
Performing Multiple Tasks Simultaneously			F
Working Closely with Others as Part of a Team			F
Tedious or Exacting Work			O
Noisy/Distracting Environment			O

PRIMARY WORK LOCATION:

Office Environment		Vehicle	
Warehouse		Outdoors	
Shop		Other : See below	X
Recreation/Neighborhood Center		Swimming pool	