

SEASONAL EMPLOYMENT OPPORTUNITY

Outdoor Pool Manager

Opportunity No. TOB-OPM-19

The Town of Bassano is accepting applications for a full-time seasonal Outdoor Pool Manager. Reporting to the Chief Administrative Officer this seasonal position will contribute to the goals, values and success of the Town.

Responsibilities include, but are not limited to:

- Hiring, training and scheduling of lifeguards,
- Pool start-up and shut down,
- Human Resource Management,
- In-service training,
- Enforcement and establishment of rules, regulations, policy and procedures,
- Accounting duties including reconciliations of daily funds,
- Program pool activities,
- Development of schedules and marketing materials for pool activities and rentals,
- Teaching swimming lessons,
- Problem solving,
- Supervises operations of concession,
- Janitorial, and
- Work in collaboration with Public Works Department on equipment operations.

Key attributes/qualifications:

- Swimming Pool Operator Level 1
- Aquatic Management Training (an asset)
- Programming experience,
- Leadership training (an asset)
- Experience with pool operations, policy updating and human resources management
- NLS
- WSI
- Standard First Aid and CPR
- Food Safety (an asset)
- WHMIS (an asset)
- Proficiency in MS Office
- Excellent verbal and written communication skills
- Criminal Record Check is required
- Familiarity with Alberta Health Regulations (an asset)

As a valued member of the team, you will contribute professionally to support efficient operations of the outdoor pool to promote health, well-being, and recreation for the citizens of Bassano and the regional users.

- Term – May 6, 2019 – September 6, 2019
- Wage \$19.00 - \$22.50 per hour based on experience and qualifications
- Up to 40 hours per week

Submit a cover letter and resume along with photocopies of all certifications quoting application no. TOB-OPM-19 no later than April 5, 2019 to:

Town of Bassano
Amanda Davis, Interim CAO
502 2nd Avenue
P.O. Box 299
Bassano, AB T0J 0B0
Fax: 403-641-2585
Email: cao@bassano.ca

We thank all applicants for their interest, however only those selected for an interview will be contacted.

