

**CITY OF MIAMISBURG
PARKS AND RECREATION DEPARTMENT
POSITION DESCRIPTION**

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| Class Title: | Facility Attendant | Civil Service: | Unclassified |
| Department: | Parks and Recreation | Bargaining Unit: | N/A |
| Division: | Operations | FLSA Class: | Exempt |
| Hours: | Seasonal | Location: | Sycamore Trails Aquatic Center |

General Purpose:

This position is responsible for assisting with the Aquatic Center rule implementation and enhancing patron enjoyment at the Aquatic Center.

Educational & Experience Requirements:

Related experience highly preferred

Position Qualifications:

Customer service experience and knowledge of all facility rules and policies.

Supervision Received:

Works under the guidance and direction of the Aquatic Facility Manager, Assistant Aquatic Facility Manager and Head Guard.

Supervision Exercised:

Aquatic Center patrons

Position Responsibilities:

Provides on-site supervision and patron direction with the following areas: slide platform areas, sand play areas, and tot slide, and addressing patron behavior in conjunction with lifeguard staff. Consistently enforces all pool rules and policies.

Provides the patrons of the Aquatic Center excellent customer service. Assists the public with questions regarding the Aquatic Center, Parks and Recreation programs, and other City of Miamisburg information. Strives to be the “best source of information”.

Conducts hourly inspections and clean-up of facility areas throughout the day including: deck area, grass areas, slides, diving boards, staff room, sand volleyball courts/sand play area, mulch areas, and bathhouses.

Performs general maintenance duties, including opening and closing duties, removal of contaminants from the pool water, and other duties as assigned by Management.

Is well groomed at all times. Wears a city-issued uniform at all times while working. Maintains a professional appearance.

Maintains a positive attitude in handling public and daily operations.

Assists in the Emergency Action System (EAS) and crowd control.

Performs all other duties as assigned.

Special Requirements:

None

Tools & Equipment:

Keys, measuring sticks, janitorial supplies, brooms, mops, brushes, towels, sun protection.

Physical Demands:

The physical demands here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk, sit, talk, or hear. The employee will be required to use hands and fingers to perform rescue procedures to assist persons in water crisis, and reach with hands and arms. The employee is frequently required to climb, balance, stoop, kneel, crouch or crawl.

The employee may occasionally lift or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and an ability to adjust visual focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee consistently works in outside weather conditions. The employee is consistently exposed to wet and/or hot, humid conditions. The noises level in the work environment is moderate.

Selection Guidelines:

1. Post position and advertise in web site, local paper, high school, and colleges and universities.
2. Formal application, oral and/or written interview and reference checks.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this position.

The job description does not constitute an employment agreement between the City and employee and is subject to change by the City.