

**COUNTY OF CARBON  
JOB ANNOUNCEMENT  
NON-UNION**

**BULLETIN I**

**POST DATE:** April 6, 2017

**APPLICATION DEADLINE DATE:** April 29, 2017

Applications to be filed with *Human Resources Department – Court House Annex.*

**DEPARTMENT:** Parks

**POSITION:** Lifeguard

**START RATE OF PAY:** \$10.00 per hour

**HOURS WORKED:** As Scheduled; **must be available for Weekends/Holidays**

**OVERALL OBJECTIVE OF JOB:** Position serves to provide for the safe and proper use of the waterfront area at the Mauch Chunk Lake Park.

**ESSENTIAL FUNCTIONS OF JOB:**

1. Patrols, observes, directs, and monitors activities at a swimming area from stations on shore or from stations on the water to maintain order and minimize the threat of swimmers and other park patrons from accidents or drowning.
2. Scans the swimming area to prevent accidents and be prepared to respond to visitors in the event of an emergency.
3. Inspects swimming area and safety equipment and supplies to ensure they are safe for public use.
4. Administers first aid and/or CPR to injured park visitors.
5. Ensures compliance with swimming rules and regulations following prescribed guidelines and procedures.
6. Inspects buoys, floats, ropes, first aid equipment and supplies, and other safety equipment to ensure it is in proper operating condition.
7. Prepares and submits written reports and documents outlining swimming conditions, activities, and incidents.
8. Reports violations of park rules and regulations to the Park Ranger personnel.
9. Reports vandalism or theft of park property to the Park Ranger personnel.
10. Inspects park facilities and reports unsafe conditions to the Park Director and/or Park Maintenance.
11. Assists park visitors in locating missing parents or children. Notifies Park Ranger personnel of missing parents or children.
12. Receives complaints from park visitors and forwards to the appropriate park personnel.

**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:**

1. Must be able to effectively read, write, speak and understand the English language.
2. Ability to learn and apply park rules, regulations and policies to situations encountered in the course of daily routine.
3. Knowledgeable in all park procedures related to the beach and swimming areas.
4. Ability to explain the rationale and purpose of park rules and regulations related to the beach and swimming areas.
5. Ability to deal courteously, firmly and tactfully with the public.
6. Ability to maintain peace, order and morality among the public through learned policies and effective communication.
7. Ability to react quickly and calmly in emergency situations and choose the proper course of action.
8. Ability to observe and accurately recall details of appearance, actions, statements and other occurrences.
9. Ability to work effectively with others.
10. Must possess good communication and interpersonal skills and have the ability to effectively communicate with park visitors in answering questions on various park and environmental topics.

**PHYSICAL/MENTAL CONDITIONS:**

1. Must be able to remain alert at all times while assigned to a post.
2. Must be able to sit/stand/walk intermittently for long periods of time throughout the working day with occasional periods of bending, stooping, twisting, reaching, driving as needed to perform essential job functions.
3. Must possess ability to record, convey and present information; as well as, explain procedures and follow instructions.
4. Must be able to pay close attention to details and concentrate on work.

**QUALIFICATIONS:**

**MUST BE 16 YEARS OF AGE OR OLDER.** Possession of a current Lifeguard Training certification. Current certifications in First Aid; Adult, Child, and Infant CPR; Automated External Defibrillator (AED).

**AN EQUAL OPPORTUNITY EMPLOYER**