



Fremont Union High School District

Position: Pool/Grounds Maintenance

Department/Site:	School Site	Range:	108
Reports to/ Evaluated by:	School Facilities Manager	Work Year:	245
		Months:	12

Summary of Basic Functions & Responsibilities

Under the supervision of the School Facilities Manager, performs a variety of maintenance and logistics support over operation and maintenance of one or more of the District's swimming complexes, other pools, and District grounds. Understands and works effectively with people of differing cultures.

Essential Duties & Responsibilities

Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.

- Coordinates with coaches and other staff to learn about special events. Sets up calendars that specify the nature of event or activity and type of support needed. Trains coaches, volunteers, and officials in use of pool equipment and systems.
- Rebuilds, adjusts and repairs sprinklers and sprinkler systems, including main lines and sprinkler system time clocks.
- Assists in preparing grounds for special events; prepares, marks, and lines athletic fields and tracks; reviews grounds for possible safety hazards; makes necessary alterations to remove hazards.
- Performs routine maintenance of filters, pumps, heaters, and other mechanical equipment related to operation of swimming pool according to established schedules. Controls operation of circulating pumps. Backwashes filters.
- Makes routine plumbing, fixture, referring major system needs to others. Cleans and repairs drains, sometimes requiring the need to dive and perform underwater maintenance.
- Washes, scrubs, and disinfects pool area. Cleans and polishes metal work such as pool door panes, hand railings, tile, diving boards, starting blocks, and other accessories.
- Operates a variety of maintenance equipment, such as dump truck and other vehicles, trenchers, hydraulic cherry pickers, rototillers, forklifts, tractors, picks, shovels, and other tools and equipment; maintains and services assigned tools; assists skilled maintenance personnel in related tasks.
- Plants trees, grass and shrubs, and sprays for control of diseases, insects and weeds; waters trees, lawns and shrubs; prunes trees and shrubs; rakes leaves and lawns, and removes weeds.
- May mix and lay cement as needed.
- Maintains and makes repairs to equipment used in the course of work. Sets up, maintains, repairs, and operates electronic scoring and timing devices. Operates manual scoreboard.
- Tests swimming pool water on a regular schedule for chlorine and pH count. Adds chemicals or adjusts chlorine supply to bring water to predetermined standards of purity and alkalinity. Disconnects empty chlorine cylinders and connects full cylinders.
- Brushes and vacuums pool keeping debris, bacterial growth, and marks off of floor and walls. Uses appropriate equipment and scrubbing gear in the removal of algae from pool surfaces according to established procedures and guidelines.
- Maintains cleanliness of pool areas including pool decks, diving tower, chlorine and mechanical room, storage room, and surrounding areas. Picks up paper and other refuse on grounds. Sweeps walks, entrances, and pool area. Empties and cleans waste containers. Maintains drinking fountains in pool area in a sanitary condition.

- Maintains daily pool records as required for Health Department. Reports safety and fire hazards.
- Prepares pool for special events including raising and lowering water level, raising diving boards, stringing lane lines, and installing other special equipment. Oversees and provides assistance and advice for special events.
- Ensures that the pool environs are safe for general use. If situations arise that may impair events and activities or otherwise pose safety risks, notifies others and suggests alternatives or recommends cancellation or rescheduling.
- Initiates requisitions for supplies, tools, and other materials needed to maintain the pools.
- Secures the pool environment by checking and locking doors, windows, and gates. May perform some grounds maintenance to enhance beautification of the pool grounds.
- Performs groundskeeper duties in and around pool environments and participates with grounds teams on grounds maintenance, beautification, and landscaping projects.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

Knowledge and Skills:

- Requires a working knowledge of the practices and procedures associated with maintenance, operation and upkeep of swimming pools and pool complexes.
- Requires a working knowledge of swimming pool water chemistry and the procedures and methods for testing.
- Requires working knowledge of pool cleaning techniques including disinfecting and algae control and removal.
- Requires basic understanding of facility maintenance, common plumbing repair techniques, and safety precautions.
- Requires the knowledge of installation and repair of sprinkler systems, basic plumbing.
- Requires working knowledge of Federal, State and local laws, codes and regulations relating to pool maintenance, operation, and safety.
- Requires sufficient writing skills to document maintenance activity. Requires sufficient math skills to compute portions and weights.
- Requires sufficient human relation skills to work cooperatively with others, exercise patience in working with customers, and portray a positive image of the District.
- Understands the methods used in planting, pruning and caring for plants, shrubs, flowers, trees, and lawns.
- Knows planting and cutting procedures.
- Must be able to interpret and explain District swimming pool policies, procedures, rules and regulations to other staff, students, and other users.
- Requires the ability to maintain pool chemistry and conditions in compliance with regulations and policies.
- Must be able to perform duties with a focus on safety.
- Requires the ability to plan and prioritize work in order to meet demanding schedules for use of facilities.
- Must be able to keep complex technical reports and records to a standard acceptable to regulatory agencies.
- Requires the ability to work varying work shifts.

Physical Abilities:

- Requires the ability perform work of an active nature.
- Requires the ability to stand and walk for sustained periods of time, walk up to 400 yards, and manipulate (lift, carry, move) heavy weights of up to 50 pounds on a regular basis.
- Requires the ability to push, pull, and guide materials over 50 pounds.
- Requires the ability to climb, stoop, kneel, and crouch on a regular basis.

- Requires sufficient hand-eye coordination, hand and finger dexterity including ability to grasp, and visual acuity to operate specialized equipment and read technical (including blueprints) and safety information.
- Requires auditory ability to hear machinery sounds and alarms.
- Requires near and far visual acuity to read printed materials, moving objects, and observe work-in-progress.
- Requires speaking ability to carry on ordinary conversations.
- Requires the ability to work in varying temperature and humidity conditions.
- Under some circumstances, further testing may be required to determine if an applicant is able to perform the essential duties with or without reasonable accommodation.

Education:

- The position requires a High School Diploma or its equivalent supplemented by one-year of applicable experience.

Licenses & Certificates:

- May require a valid driver's license.
- Requires valid Red Cross First Aid and CPR certificates.
- Requires fingerprint clearance from the Department of Justice and Federal Bureau of Investigation.

Working Conditions:

- Work is performed indoors and outdoors in varying weather conditions where significant safety considerations exist from unstable or slippery surfaces, lifting, climbing, pushing, dust and dirt, fumes and noise from equipment, working with power equipment and chemicals which may be hazardous.