

**CARBON COUNTY SCHOOL DISTRICT ONE
RAWLINS, WYOMING
Certified Aquatics Pool Operator
Job Description**

JOB TITLE: Certified Aquatic Pool Operator

REPORTS TO: Aquatic Director

DEPARTMENT: Aquatics Department

I. NATURE AND SCOPE OF JOB:

The Aquatic Pool Operator's responsibility is to maintain and operate the Rawlins Aquatics Center Swimming Pools and perform related work.

II. EXPECTATIONS:

1. Reflect a positive attitude in accordance with the District Mission.
2. Maintain positive, supportive relationships with district personnel, parents and students.
3. Be responsible for personal attendance and punctuality.
4. Engage in further professional development and any other approved classes.
5. Accept responsibility for the identified job description and continually strive to perform work of the highest quality.
6. Adhere to District policies.
7. Foster emergencies immediately.
8. Take action to address any repairs, equipment update and any other pool service necessary.
9. Maintain confidentiality in all matters of the district.

I. JOB FUNCTIONS:

A. Essential Functions:

1. **Maintenance/operation.** Typical duties: operates, repairs, maintains, and cleans mechanical equipment for pool operation including water filtration and chemical feeders, pumps, compressors, seals, vacuum equipment and chlorine metering devices; regulates water temperature and levels; determines and implements preventive maintenance program for pool operation; operates and maintains pool boiler system and participates in major repairs; restarts, reflags, and resets pilot and electrical boiler system and system alarms; insures non-mechanical pool equipment meets code specifications; coordinates walk-through inspections of pool facilities and takes necessary corrective action; oversees shut down for annual and emergency maintenance procedures; monitors building operations and insures sanitation codes are met; stores toxic chemicals; sanitizes swim decks and

and acid-washes pool, decks, gutters, and filters; vacuums pool floors; replaces underwater lights.

2. **Safety.** Typical duties: submits water samples for health department testing; tests and maintains pool chemical levels; tests and services safety equipment; administers first aid, CPR and automated external defibrillation (AED) when necessary; complies with health and safety codes.
3. **Administrative.** Typical duties; prepares bid specification for contracted work; prepares equipment specifications for purchases and bids; oversees and inspects contracted work; prepares and maintains work requests, facility reports, and pool service and other reports.

B. Non-Essential Functions:

1. Accept other duties as assigned by Aquatic Director which are aligned to District Policy.
2. Other duties as assigned

IV. JOB QUALIFICATION:

A. Knowledge, Skills and Mental Ability:

1. Good knowledge of: life, safety, and health codes for public swimming pools; safety procedures for storing, handling, and using toxic chemicals.
2. Possess technological and computer knowledge and skills.
3. Possess ability to problem solve.

B. Education, License, Certification or Formal Training:

1. Possess or be a candidate for a Certified Pool as required by the Wyoming Health Department
2. Complete educational courses and/or requirements to meet highly qualified status and maintain certification requirements of the State.
3. Successfully pass District required trainings annually.
4. Participate in further development of skills, knowledge and aptitude necessary for specific course content.

V. EQUIPMENT USED—to include, but not be limited to:

Hand Tools associated with plumbing; swimming pool mechanical equipment including water intake, outlet and filtration systems; operating a water regulating, filtration, and purification system in a public swimming pool.

Computer

VI. PHYSICAL DEMANDS—in working with students directly and indirectly and when delivering instruction to students, the following physical and environmental demands need to be considered:

1. Prolonged sitting or standing.

VII. ENVIRONMENTAL DEMANDS:

1. Ability to spend most of the time inside with some work outside in cold/hot weather.
2. Ability to tolerate noisy working environments.
3. Able to tolerate environmental demands specifically related to and necessary for job requirements

Nondiscrimination Statement:

Carbon County School District One does not discriminate on the basis of race, color, national origin, sex, disability, political affiliation, religion, or belief in relation to admission, treatment of students, access to programs and activities, or terms and conditions of employment.

Inquiries concerning Title VI, Title IX, Section 504 of the Rehabilitation Act of 1973 or ADA may be referred to the Civil Rights/504/ADA Coordinator, Carbon County School District One, 615 Rodeo, Rawlins, Wyoming 82301, (307) 328-9200; the Wyoming Department of Education, Office for Civil Rights Coordinator, 2nd Floor, Hathaway Building, Cheyenne, Wyoming 82002-0050, (307) 777-6198; or the Office for Civil Rights, Region VIII, U.S. Department of Education, Federal Office Building, Suite 310, 1244 Speer Blvd., Denver, Colorado 80204-3582, (303) 844-5695, TDD (303) 844-3417. CCSD#1 questions 504/Title IX coordinators are Debra Gaines.

5/31/95, 6/18/96, 12/12/96, 2/14/06, 03/15/07, 1/23/17