



Provincial Job Description

TITLE:
(116) Pool Attendant

PAY BAND:
9

FOR FACILITY USE:

SUMMARY OF DUTIES:

Responsible for all aspects of pool safety and operation. Assists therapists in the delivery of aquatic therapy programs.

QUALIFICATIONS:

- ◆ Grade 12
 - ◆ National Lifeguard Award
 - ◆ Certified by the Lifesaving Society of Saskatchewan

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Basic computer skills
- ◆ Ability to work independently
- ◆ Communication skills
- ◆ Interpersonal skills

EXPERIENCE:

- ◆ Previous: No previous experience.

KEY ACTIVITIES:

A. Pool Operation

- ◆ Ensures pool safety rules are followed.
- ◆ Checks chemical levels of pool.
- ◆ Checks and maintains equipment.
- ◆ Stocks towel cupboard.
- ◆ Cleans up pool area after use.
- ◆ Notifies all pool groups of pool operation hours.
- ◆ Notifies appropriate areas when equipment and/or pool maintenance is required.
- ◆ Documents any incidents or occurrences in/or around pool.
- ◆ Orders inventory (e.g., lotion, Band-Aids, gloves).

B. Aquatic Therapy Program

- ◆ Assists therapists in delivering aquatic therapy programs.
- ◆ Assists clients to change clothing.
- ◆ Assists with transfers, lifts and positioning of clients.
- ◆ Ensures appropriate equipment is available for sessions.
- ◆ Photocopies pool schedules.
- ◆ May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.

C. Pool Rental Bookings

- ◆ Handles all pool rental inquiries.
- ◆ Notifies staff of pool schedule (e.g., housekeeping, security).
- ◆ Orientates pool rental groups to safety rules and how to handle emergency calls.
- ◆ Checks equipment before and after pool rentals.
- ◆ Notifies pool renters of any changes (e.g., rules, closures).
- ◆ Ensures rental contracts are sent to pool renters.

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: September 11, 2018