



WILDEWOOD COMMUNITY ASSOCIATIO EMPLOYEE APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer. The Wildewood community Association considers applicants for all positions without regard to marital or veteran status, uniformed service member status, race, color, religion, creed, gender, national origin, age, physical or mental disability, sexual orientation, genetic information or any other category protected by applicable federal, state or local laws.

What position are you interested in? - Please select all that apply.

Manager Head Lifeguard ____ Lifeguard ____ Instructor ____ Manager ____ Office/Snack Shack ____

***Applicant must have current lifeguard training, CPR/AED and first aid certifications. Please attach copies to application or send directly to wildewoodlessons@gmail.com. *OFFICE STAFF DOES NOT NEED LIFEGUARD OR CPR CERTIFICATION**

Name: _____

Email: _____

Address: _____

Phone: _____

Earliest date you are available to work:

Last date available to work:

Please indicate your availability below:

If applicable, do you need time off this summer? Yes__ No__

Dates: _____

Swimsuit size _____ *pool staff only

Employment History

Employer: _____ Length of employment: _____ May we contact that employer? Yes__ No__

If yes, please list contact name and information: _____ Duties: _____

Position held: _____ Reason for leaving: _____

Employer: _____ Length of employment: _____ May we contact that employer? Yes__ No__

If yes, please list contact name and information: _____ Duties: _____

Position held: _____ Reason for leaving: _____

Employer: _____ Length of employment: _____ May we contact that employer? Yes__ No__

If yes, please list contact name and information: _____ Duties: _____

Position held: _____ Reason for leaving: _____

Employer: _____ Length of employment: _____ May we contact that employer? Yes__ No__

If yes, please list contact name and information: _____ Duties: _____

Position held: _____ Reason for leaving: _____

Employer: _____ Length of employment: _____ May we contact that employer? Yes__ No__

If yes, please list contact name and information: _____ Duties: _____

Position held: _____ Reason for leaving: _____

* If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes__ No__

Lifeguard and/or Instructor (Wildewood Community Pool) – This is a temporary/seasonal job opportunity (normally employed for a period of one hundred twenty (120) calendar days or less) to preform recreation aquatics work in regard to the aquatics program for the Wildewood Community Pool. The Wildewood Community Pool is looking for positive, water-loving people to keep our swimmers safe in the water. Work with our Aquatics Director, WCA and Pool Manager ensuring the safety, cleanliness and security of our swimming pools and the grounds.

If the below list of personal traits sounds like you, then you are just the type of person we are looking for to join our team as a Lifeguard and/or Instructor.

- Education equivalent to completion of the ninth grade; and
- Current Red Cross Lifeguarding, CPR and First Aid Certifications or the equivalent certification by an equivalent lifeguard certifying authority. *applies only to lifeguard and pool management staff
- Enjoy working outdoors
- Great customer service
- Desire to participate in a dynamic team environment with a common commitment to the success of our program
- Optional Certifications: Water Safety Instructor (WSI), Pool Operations

Wildewood Community Pool – Position Description

Wildewood Community Lifeguard and/or Instructor	Contact: Justine Shedd Wildewood Aquatics Director Wildewoodlessons@gmail.com	Compensation: Lifeguard \$12.75 - \$15 /hr Certified Instructors \$20 /hr <small>*subject to change based on years experience and performance</small>
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General Purpose

This is a recreation aquatics work in regards to the aquatics program for Wildewood Community Pool. Routine pool health and safety work involving keeping the pools, and surrounding areas, safe, clean and secure. Assignments involve vigilance in accordance with established practices, procedures and regulations.

Work is performed under the immediate supervision of the Wildewood Aquatics Director.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist in making responsible decisions on all aspects of the pool operation.
- Supervises swimmers and enforces rules and regulations in aquatic facility to ensure safety and well-being of patrons.
- Ability to scan all required zone of coverage areas.
- Sits in lifeguard stand observing the pool and pool patrons for any developments which will adversely affect health, safety and equipment and takes appropriate corrective action.
- Assist in identifying problems and act responsibly to make a decision.
- Ability to enforce all facility rules and regulations constantly and consistently.
- Ability to consistently apply all pool rules and regulations.
- Receives and responds effectively to inquiries, concerns, complaints, and requests for assistance from patrons or other staff members.

- Provide quality and effective customer service with courtesy and understanding to our customers, citizens and internal departments.
- Performs general facility cleaning and maintenance including but not limited to removing debris from pool, vacuuming pools, scrubbing tiles, ensuring pool deck cleanliness, cleaning restrooms, restocking restrooms, picking up debris and trash.
- Ability to use all equipment and complete all paperwork.
- Ability to use all daily opening and closing procedures as assigned by the oil Aquatics Director.
- Ensure all equipment is out on the pool deck and operational prior to opening.
- Attendances at work is an essential function of this position.
- Administers appropriate first aid and notifies more professional help when necessary.
- Perform related work as may be required.

MINIMUM REQUIREMENTS

- A. Education equivalent to completion of the ninth grade; and
- B. Current Red Cross Lifeguarding, CPR and First Aid certifications or the equivalent certification by an equivalent lifeguard rectifying authority.

NECESSARY SKILLS AND REQUIREMENTS

- (A) Knowledge of water rescue methods and techniques
- (B) Knowledge of swimming strokes and aquatic techniques
- (C) Knowledge of first aid, CPR, and AED principles and procedures.
- (D) Skill in swimming, lifeguarding, CPR, and AED
- (E) Must have current American Red Cross CPR/First Aid/AED, Lifeguarding certifications
- (F) Ability to exercise tact and judgement in maintaining order and discipline, and in enforcing pool regulations.
- (G) Ability to maintain effective working relationships with associates, participants and the public.
- (H) Ability to perform manual work in varied weather conditions.
- (I) Ability to recognize a dangerous situation and respond in a timely manner.
- (J) Familiarity with the chain of command and respective responsibilities. (Self, head lifeguard, Aquatics Director)
- (K) Ability to demonstrate use in equipment
- (L) Ability to supervise the work of subordinate lifeguards and other pool personnel. (Head/Lead lifeguard)
- (M) Current WSI certification is preferred when applying for Instructor position.

TOOLS AND EQUIPMENT USED

- Rescue tubes
- Whistles
- Backboards
- First aid supplies
- General office supplies
- Skimmers
- Pool vacuum
- Lifeguard stand
- Programming supplies, equipment
- Chlorine/shock if needed

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform 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 is constantly required to sit, talk and hear. The employee is required to walk; use hands and fingers to handle objects, tools, chemicals and controls; and reach with arms and hands. Employee is required to demonstrate all applicable swimming, CPR/AED/First Aid and Lifeguarding rescue skills when asked.

The employee must occasionally lift and/or move 50 pounds. The employee must have specific vision abilities with or without corrective lenses.

WORK ENVIRONMENT

Work will be outdoors and include exposure to the elements. The work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions. *Staff uniform is to be worn at all times while on duty.

SELECTION GUIDELINES

Formal application, proof of certifications, education, and experience are necessary to be considered for this job. The job description and application do not constitute an employment agreement between the employer and employee. The job description is subject to change by the employer as the needs of the employer and requirements for the job change and tasks become necessary to run a community pool.

APPLICANT CERTIFICATION

THIS COMPANY IS AN AT-WILL EMPLOYER AS ALLOWED BY APPLICABLE STATE LAW. THIS MEANS THAT REGARDLESS OF ANY PROVISION IN THIS APPLICATION, IF HIRED, THE COMPANY OR I MAY TERMINATE THE EMPLOYMENT RELATIONSHIP AT ANY TIME, FOR ANY REASON, WITH OR WITHOUT CAUSE OR NOTICE. NOTHING IN THIS APPLICATION OR IN ANY DOCUMENT OR STATEMENT, WRITTEN OR ORAL, SHALL LIMIT THE RIGHT TO TERMINATE EMPLOYMENT AT-WILL. NO OFFICER, EMPLOYEE OR REPRESENTATIVE OF THE COMPANY IS AUTHORIZED TO ENTER INTO AN AGREEMENT – EXPRESS OR IMPLIED – WITH ME OR ANY APPLICANT FOR EMPLOYMENT FOR A SPECIFIED PERIOD OF TIME UNLESS SUCH AN AGREEMENT IS IN A WRITTEN CONTRACT SIGNED BY THE PRESIDENT OF THE COMPANY.

IF HIRED, I AGREE TO CONFORM TO THE RULES AND REGULATIONS OF THE COMPANY, AND I UNDERSTAND THAT THE COMPANY HAS COMPLETE DISCRETION TO MODIFY SUCH RULES AND REGULATIONS AT ANY TIME, EXCEPT THAT IT WILL NOT MODIFY ITS POLICY OF EMPLOYMENT AT-WILL.

Applicant Signature _____

Date _____

I understand and agree that if driving is a requirement of the job for which I am applying, my employment and/or continued employment is contingent on possessing a valid driver's license for the state in which I reside and automobile liability insurance in an amount equal to the minimum required by the state where I reside.

I understand that the Company may now have, or may establish, a drug-free workplace or drug and/or alcohol testing program consistent with applicable federal, state, and local law. If the company has such a program and I am offered a conditional offer of employment, I understand that if a pre-employment (post-offer) drug and/or alcohol test is positive, the employment offer may be withdrawn. I agree to work under the conditions requiring a drug-free workplace, consistent with the applicable federal, state, and local law. I also understand that all employees of the location, pursuant to the Company's policy and federal, state, and local law, may be subject to urinalysis and/or blood screening or other medically recognized tests designed to detect the presence of alcohol or illegal or controlled drugs. If employed, I understand that the taking of alcohol and/or drug tests is a condition of continual employment and I agree to undergo alcohol and drug testing consistent with the Company's policies and applicable federal, state, and local law.

If employed by the Company, I understand and agree that the Company, to the extent permitted by federal, state and local law, may exercise its right, without prior warning or notice, to conduct investigations of property (including, but not limited to, files, lockers, desks, vehicles, and computers) and, in certain circumstances, my personal property.

I certify that all the information on the application or any supporting documents I may present are and will be complete and accurate to the best of my knowledge. I understand that any falsification, misrepresentation, or omission of any information may result in disqualification from consideration for employment or, if employed, disciplinary action, up to and including immediate dismissal.

If hired by this Company, I understand that I will be required to provide genuine documentation establishing my identity and eligibility to be legally employed in the United States by this Company. I also understand this Company employs only individuals who are legally eligible to work in the United States.

I CERTIFY THAT ALL OF THE INFORMATION THAT I HAVE PROVIDED ON THIS APPLICATION IS TRUE, ACCURATE, AND COMPLETE.

DO NOT SIGN UNTIL YOU HAVE READ ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION.

Applicant Signature: _____

Date: _____

If the applicant is a minor, the foregoing release and consent must be signed by the applicant's parent or legal guardian. Signature by the applicant's parent or legal guardian constitutes acknowledgement by the applicant and the parent or legal guardian that the Company, to the extent permitted by federal, state, and local law, can test the applicant for illegal or controlled substances, conduct inspections of property without notice, and communicate test results to Company personnel who need to know, the applicant, and the applicant's legal guardian.

Parent/Legal Guardian: _____

Date: _____