

# **SWIMMING POOL MANAGER (P/T) (S)**

**Department: Parks Recreation and Cultural Affairs**

**Classification: Non-Competitive**

**Specification Number: 2250**

**Approved: 5/4/22**

**Revised: By JG**

## **MINIMUM QUALIFICATIONS**

**Graduation from a standard senior high school or possession of a high school equivalency diploma, and either:**

- a) Completion of three (3) years at a New York State or Regionally accredited college or university and one (1) year of experience in public swimming pool operations; or,**
- b) Three (3) years of experience in public swimming pool operations or management, including one (1) year in a supervisory capacity; or,**
- c) An equivalent combination of education and experience as defined by the limits of (a) and (b).**

## **DISTINGUISHING FEATURES OF THE CLASS**

**Under general supervision, an employee in this title is responsible for the supervision of employees engaged in safeguarding swimming pool patrons and in the operation and maintenance of swimming pool facilities. Work also involves responsibility for enforcing health and safety regulations governing swimming pool operations. General supervision is received from a deputy department head who reviews work through conferences and periodic inspection of swimming pool facilities and records. Does related work as required.**

## **TYPICAL WORK ACTIVITIES**

**Schedules and supervises the work of lifeguards, cashiers, clerical and maintenance personnel employed at a public swimming pool;**

**Makes sure the operation and maintenance of machinery used to filter and purify pool water is in accordance with Department of Health regulations;**

**Makes regular inspections to ensure maintenance of swimming pool facilities is in a clean and sanitary condition;**

**Ensures that lifesaving and first-aid equipment is readily available and in operating condition;**

**Enforces rules and regulations governing use of swimming pool facilities;**

**Requisitions supplies and equipment as needed;**

**Supervises the collection and deposit of fees and the maintenance of the necessary accounting records;**

**Plans and manages new and existing swimming programs.**

## **KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

**Good knowledge of the principles, practices and procedures of swimming pool management; good knowledge of the operational and maintenance requirements of swimming pool facilities and equipment; good knowledge of swimming pool safety regulations; ability to plan and supervise the work of swimming pool employees in a manner conducive to full performance and high morale; ability to maintain office and accounting records; physical condition commensurate with the demands of the position.**