Cabrillo College

POOL MAINTENANCE WORKER I/II

DEFINITION

Under general supervision, performs routine to skilled maintenance and cleaning of the College swimming pool and surrounding facilities and areas; assists in custodial or utility maintenance duties as needed; performs related duties as required or assigned.

CLASS CHARACTERISTICS

Pool Maintenance Worker I is the entry level in this maintenance series. Initially under supervision, the incumbent learns cleaning and preventive maintenance for a variety of pumps, motors and associated pool equipment and areas; performs a variety of unskilled and semi-skilled work in support of the College maintenance program. This class is alternatively staffed with Pool Maintenance Worker II and the incumbent may advance to the higher level class after gaining experience and demonstrating proficiency which meet the qualifications of the higher level class.

Pool Maintenance Worker II is the experienced level in this class series, competent to clean, maintain, repair and operate varied swimming pool equipment and facilities. This class is distinguished from the Maintenance Technician class in that the latter perform skilled work in a specialized trade area such as electrical or carpentry, whereas the focus of this class is on the specific maintenance of the swimming pool; performs a variety of unskilled and semi-skilled work in support of the College maintenance program, with the ability to call upon these specialized trade positions, if required for specialized support.

EXAMPLES OF DUTIES (Illustrative Only)

- Confers with faculty and athletic team coaches to determine the pool usage schedule, so that maintenance work can be scheduled without disrupting the instructional program or student participation (E)
- Checks that the pool temperature and chemical balance is maintained within acceptable ranges (E)
- Adjusts the heating system and adds chemicals as required (E)
- Removes pool covers each morning and replaces them or provides for their replacement at the end of each pool-use day (E)
- Vacuums the pool, cleans restrooms, removes trash and sweeps the deck area to maintain such in a safe and orderly condition (E)
- Picks up trash and recycled materials at campus buildings and delivers garbage to the county land fill (E)
- Performs basic preventive maintenance and lubrication on pumps, motors and related equipment (E)
- Notifies supervision of the need for major repairs (E)
- Drains and acid washes the pool (E)
- Changes filters and pool lights (E)
- Maintains SCUBA and lifesaving equipment in a safe and workable condition (E)
- Maintains a supply of pool chemicals and reorders as necessary (E)
- Paints surrounding areas and applies protective coatings to pavement and other areas (E)
- Performs basic grounds maintenance work around pool site, trims hedges, ivy, etc. (E)
- Directs the work of and instructs student workers assisting with pool activities (E)
- Maintains records and prepares basic reports regarding pool usage, chemicals ordered, etc. (E)
EXAMPLES OF DUTIES (continued)

- Assists in custodial or utility maintenance duties as needed (E)
- Performs minor maintenance, such as replacing lights, hanging mirrors, replacing locks and putting together furniture (E)
- Picks up and deliver custodial supplies and equipment (E)
- May unlock all campus doors each morning
- May set up pads, timing systems, amplifiers, and other equipment required for competitive meets
- Performs related duties as required or assigned

(E) = designates duties as required or assigned

QUALIFICATIONS

Knowledge of:

- The operation, maintenance and chemical requirements of a large, institutional swimming pool
- Basic preventive maintenance of pumps, motors, safety equipment and other items common to pool sites
- Basic custodial and grounds maintenance practices
- Safety procedures and equipment related to the work
- Safe driving methods and techniques, particularly within confined areas
- Basic recordkeeping practices
- Business mathematics

Skill in:

- Operating and maintaining a variety of swimming pool facilities and equipment
- Maintaining the temperature and chemical balance of the pool within acceptable limits
- Safely driving College vehicles, including garbage truck in the collection of trash and garbage
- Interpreting, applying and explaining policies, rules and regulations
- Exercising sound judgment within policy and procedural guidelines
- Maintaining accurate records and files
- Understanding and following oral and written directions
- Establishing and maintaining effective working relationships with those contacted in the course of the work

Other Requirements:

- Must be willing to be exposed to hazardous pool chemicals
- Must possess or obtain standard first aid, CPR and SCUBA certificates
- Must possess a certificate as a certified pool operator or have the ability to acquire a certificate as a certified pool operator within the first 6 months of employment
- Must possess a valid Class B California driver’s license or have the ability to acquire a Class B California drivers license within the first 6 months of employment
- Must be willing to participate in random alcohol and drug testing in accordance with Federal Department of Transportation guidelines and College policy
- Incumbents in this position are subject to the DMV Pull Notice Program
- Must be willing to work off-hour shifts as required
QUALIFICATIONS (continued)

Other Requirements: (Continued)

- Must be willing to respond to emergencies in off-hours as necessary
- Must be willing to work outdoors in all weather conditions

Desirable:

- Certification as a lifeguard

Education and Experience:

A typical way of gaining the knowledge and skills outlined above is:

Pool Maintenance Worker I: Equivalent to graduation from high school, and one year of work in a maintenance field. Experience in swimming pool maintenance or servicing is desirable.

Pool Maintenance Worker II: In addition to the above, one year of experience in the maintenance of swimming pools and associated facilities at a level equivalent to the College's class of Pool Maintenance Worker I.

Established: July 1991
Revised: October 2006