

City of Macon, Missouri – Job Description

Wading Pool Attendant

Department: City Administration
FLSA Status: Non-Exempt
Wage: \$12.30
Date: 01/01/2024

Reports To: City Clerk/City Administrator
Employee Position: Part-Time
Classification: Hourly
Approved By: City Administrator

Summary

Responsible for duties pertaining to the operation and maintenance of the City of Macon's wading pools. This position reports to the Community Development Director.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. REASONABLE ACCOMMODATIONS MAY BE MADE TO ENABLE INDIVIDUALS WITH DISABILITIES TO PERFORM THE ESSENTIAL FUNCTIONS.

Essential Duties and Responsibilities

- Attend all staff training as required.
- Be easily identifiable at all times (i.e.: attendant must wear city issued attire).
- Enforces all wading pool rules.
- Follows all other rules and regulations as set forth by the City of Macon.
- Handles patron(s) inquiries and enforcement of rules and regulations issues in a professional manner.
- Performs pool maintenance which includes chemical treating of pools and keeping pools free of debris.
- Reports potential maintenance concerns and unsafe conditions to supervisor, IMMEDIATELY.
- Maintains pool journal.
- Responsible for care of pool accessory kit as well as maintaining kit supplies.
- Performs all other duties as assigned.
- Season will begin in May and end in August.
- Attendant is required to report to each assigned shift on time and complete all shifts as scheduled. Shifts will include weekends.

Work Environment

The characteristics listed herein describe the work environment the employee encounters while performing the essential functions of this employment position. REASONABLE ACCOMMODATIONS MAY BE MADE TO ENABLE INDIVIDUALS WITH DISABILITIES TO PERFORM THE ESSENTIAL FUNCTIONS. While performing the duties of this employment position, the employee:

- Works in an outdoor environment
- Is exposed to large crowds and moderate to loud noise levels
- Is regularly exposed to wet and/or humid conditions

I, the undersigned, have read and comprehend the requirements of holding a position as wading pool attendant for the City of Macon and if hired, agree to carry out the duties and responsibilities of the position.

Signed: _____

Date: _____

Please return this signature page to the office of the City Clerk along with your application.

The City of Macon, Missouri is an Equal Opportunity Employer and promotes a drug free environment.