



City of San Diego
Pool Guard II

SALARY	\$19.53 - \$23.53 Hourly	LOCATION	City of San Diego, CA
JOB TYPE	Varies by Position	JOB NUMBER	AG-T10997-202103
BUSINESS AREA	1714 - Parks & Recreation	OPENING DATE	03/26/2021
CLOSING DATE	Continuous		

JOB INFORMATION

See **NOTE(S)** below for future wage increases and/or additional compensation opportunities.

POOL GUARD II CANDIDATES MUST APPLY BEFORE TAKING THE PERFORMANCE TEST. ONCE APPLICATIONS ARE APPROVED, CANDIDATES WILL BE NOTIFIED REGARDING THE SPECIFIC DATE, TIME AND LOCATION.

Pool Guard II positions oversee the safety of pool patrons by monitoring the pool and deck areas to prevent accidents; explain and enforce facility regulations, policies and procedures; rescue swimmers in distress or in danger of drowning; administer first aid and Cardiopulmonary Resuscitation (CPR) as needed; receive fees from patrons; assist patrons in aquatic class and activity registration; maintain records and prepare reports; conduct swim and safety instruction; and perform other duties as assigned.

NOTES:

- Employees in job classifications represented by Municipal Employees Association (MEA) are scheduled to receive the following general wage increases:
 - 4% effective 7/1/24
 - 2% effective 1/1/25
 - 5% effective 7/1/25
- Eligible benefitted employees originally hired on or after July 10, 2021, will be automatically enrolled in the San Diego City Employees Retirement System (SDCERS).
- **Pool Guard II positions are available in full-time (benefitted) and part-time (limited/hourly) employment.**
- Pool Guard II employees may be assigned to work on holidays, weekends and evenings.
- Pool Guard II employees **MUST** be available to work June through August as scheduled with **NO** vacation leave.
- Pool Guard II employees may be assigned to work at multiple pool sites including portable community pools.
- Pool Guard II employees are required to wear a standard uniform that is prescribed by the Parks and Recreation Department.
- Pool Guard II employees may require knowledge of competitive swimming, water polo and water exercise.
- Prior to employment, all applicants must pass a pass/fail performance test. Should you fail any part of the performance test, only one retest will be permitted on the same test date.
- California State Law requires all persons hired in these positions to retain current certificates in CPR, First Aid and Lifeguard Training and re-qualify as required to retain employment.
- Pool Guard II employees must take and pass a performance test periodically to retain employment.
- In accordance with California Public Resources Code section 5163, all persons holding Pool Guard II positions must get tested for tuberculosis (TB) when hired and every four years thereafter as a condition of continued employment.

MINIMUM REQUIREMENTS

You must meet the following requirements on the date you apply, unless otherwise indicated.

AGE: 16 years of age or older.

NOTES:

- Applicants less than age 18 must obtain a work permit prior to starting work.
- Work permits may be obtained through the school system.
- Applicants who are age 17 and are high school graduates, or have passed the California High School Proficiency Exam (CHSPE) or General Education Development (GED) examination, are not required to have a work permit; however, they must submit a copy of their high school diploma, CHSPE or GED results with their application.

CERTIFICATES: You must have ALL of the following valid certificates:

1. American Red Cross Lifeguarding/First Aid Certificate.
2. American Red Cross CPR/Automated External Defibrillator (AED) for Lifeguard Certificate.
3. American Red Cross First Aid for Public Safety Personnel (Title 22) Certificate. Possession of a Lifeguarding/First Aid Certificate is NOT qualifying for this certificate.
4. American Red Cross Water Safety Instructor (WSI) Certificate.

NOTES:

- For information on certificate requirements, please check the following website for a listing of upcoming training classes: www.redcross.org. You may also contact Parks and Recreation Department staff at (619) 692-4960.
- All certificates MUST be valid.
- Proof of current registration (enrollment) in any of the required certificate programs and/or letters from instructors are NOT acceptable.
- Applicants who have completed the required training but have not received their certificate(s) may submit a copy of the American Red Cross Course Record showing successful completion.
- An equivalent certificate from a lifeguard training program must be approved by the California Department of Public Health.

HIGHLY DESIRABLE:

- Experience teaching swimming lessons with an authorized provider.

REQUIRED DOCUMENTS (MUST SUBMIT WITH APPLICATION):

Front and back copies of ALL of the following certificates:

- American Red Cross Lifeguarding/First Aid Certificate.
- American Red Cross CPR/Automated External Defibrillator (AED) for Lifeguard Certificate.
- American Red Cross First Aid for Public Safety Personnel (Title 22) Certificate.
- American Red Cross Water Safety Instructor (WSI) Certificate.
- American Red Cross Course Record showing successful completion of required training, if utilized to meet the minimum requirements.
- Equivalent certificate from a lifeguard training program, if utilized to meet the minimum requirements.
- Proof of high school diploma, CHSPE or GED, if you are age 17 and do NOT have a work permit.

Required documents should be attached electronically to your application. If you are unable to attach at the time of application submittal, you must submit them as soon as possible via fax: (619) 533-3337; or to the Employment Information Center: City of San Diego Personnel Department, 1200 Third Avenue - Suite 300, San Diego, CA 92101. Include your name and the title of the position for which you are applying.

SCREENING PROCESS

The screening process will consist of the following components:

1. APPLICATION REVIEW: Please ensure all information is complete and accurate as the responses you provide on the supplemental questions will be reviewed using an automated evaluation system. If you are successful in this initial screening process, your application will be reviewed for applicable education, experience, and/or training to ensure

all minimum requirements have been met.

2. **PERFORMANCE TEST:** The performance test is a pass/fail examination which consists of the following two timed events:

- A 300-yard swim test using the front crawl that must be completed in 6 MINUTES OR LESS.
- An object retrieval/active victim rescue which includes swimming approximately 25 yards using any approach stroke; performing a surface dive to locate and recover an object at a depth of up to 12 feet; performing a victim rescue using the breaststroke or front crawl approach stroke; and removing the victim from the water.

Performance Test Date: Approved applicants will be notified regarding the specific date, time and location. You must have a Performance Test Appointment Notice in order to be admitted to the test.

Reexamination Eligibility: If you fail the performance test, you may reapply ONE MONTH (30 days) after your most recent test date.

NOTES:

- Performance test weight.....100%
- Candidates must provide valid government-issued photo identification (e.g., driver license, military ID, Department of Motor Vehicles ID or passport) on the day of the performance test. FOR MINORS ONLY, a current school-issued ID with a photograph will be accepted.
- Candidates who are between 16 and 18 years old at the time of the performance test must submit a [Release of Liability Waiver \(Download PDF reader\)](#) signed by their parent or guardian in order to take the performance test. Candidates must bring this signed waiver to the performance test. Falsification of the Release of Liability Waiver is cause for disqualification and/or termination of employment. Waivers will also be available on the date of the performance test.
- Should you fail any part of the performance test, only one retest will be permitted on the same test date.

Candidates who pass the performance test will be placed on a list which will be used to fill position vacancies during the next six months (180 days). For each vacancy, only those candidates with the most appropriate qualifications will be contacted by the hiring department for an interview.

SUPPLEMENTAL INFORMATION

PRE-EMPLOYMENT REQUIREMENTS: Employment offers are conditional pending the results of all screening processes applicable to this position, which may include the following: confirmation of citizenship or legal right to work in the United States; completion of a pre-employment medical review and exam (which may include drug and alcohol testing); reference checks; and fingerprinting. Fingerprints will be submitted to the Federal Bureau of Investigation and the California Department of Justice for a conviction record report. Certain positions may require additional screening processes, including a polygraph examination and/or background investigation. All screening processes must be successfully completed before employment begins. A positive test result for alcohol, cannabis/marijuana, illegal drugs, or inadequately explained prescription drugs, or misrepresentation, falsification, or omission of pertinent facts in any step of the screening or selection process, may constitute cause for disqualification or termination of employment. Nothing in this job posting constitutes an express or implied contract for employment with the City of San Diego. Candidates must notify the Personnel Department of any change in their name, mailing address, email address, or phone number, otherwise they may miss employment opportunities.

Agency

City of San Diego

Address

1200 3rd Ave., Suite 300, MS 51P

San Diego, California, 92101

Phone

(619) 236-6400

(619) 236-6358

Website

<http://www.sandiego.gov/empopp/>

Pool Guard II Supplemental Questionnaire***QUESTION 1**

I understand that failure to respond to the following questions in the spaces provided may result in the rejection of my application. In addition, I may miss out on employment opportunities. Résumés are NOT reviewed for assessing the minimum requirements.

- Yes
 No

***QUESTION 2**

I understand that the responses I provide on the supplemental questions will be reviewed using an automated evaluation system and that if I am successful in this initial screening process, my application will be reviewed for applicable education, experience, and/or training to ensure all minimum requirements have been met.

- Yes
 No

***QUESTION 3**

Are you currently working for the City of San Diego as a government/municipal employee?

- Yes
 No

***QUESTION 4**

Have you previously worked for the City of San Diego as a government/municipal employee?

- Yes
 No

QUESTION 5

If you have previously worked or are currently working for the City of San Diego, please enter your PERNR.

***QUESTION 6**

The minimum age for this job is 16. Do you meet the minimum age requirements for this job?

- Yes
 No

***QUESTION 7**

How did you first hear about this employment opportunity?

- City of San Diego Employment Information Center
- City Employee Association
- Government Jobs.com
- Community Organization
- Job Fair/Recruiter
- Facebook
- Twitter
- Instagram
- LinkedIn
- Handshake
- Indeed
- Glassdoor
- Jobs2Careers
- ZipRecruiter
- Diversityjobs.com
- Monster.com
- Brown & Caldwell Water Jobs (BCWaterJobs)(Specific to Water related jobs)
- American Water Works Association (AWWA)
- San Diego Union-Tribune
- Voice and Viewpoint
- San Diego Asian Journal
- Television/Radio
- Other

***QUESTION 8**

Specify which ONE of the following options you are using to meet the age requirement.

- 18 years of age or older.
- Less than 18 years of age and must obtain a work permit prior to starting work.
- 17 years of age and a high school graduate or achieved a passing score on the California High School Proficiency Examination (CHSPE) or General Education Development (GED) examination. NOTE: Submit proof with your application.
- None of the above.

***QUESTION 9**

Which of the following do you possess?

- American Red Cross Lifeguarding/First Aid Certificate.
- American Red Cross CPR/Automated External Defibrillator (AED) for Lifeguard Certificate.
- American Red Cross First Aid for Public Safety Personnel (Title 22) Certificate.
- American Red Cross Water Safety Instructor (WSI) Certificate.
- American Red Cross Course Record showing successful completion of required training.
- Equivalent certificate from a lifeguard training program approved by the California Department of Public Health.
- None of the above.

***QUESTION 10**

I understand that current registration (enrollment) in any of the required certificate programs and/or letters from instructors are NOT acceptable.

- Yes
- No

***QUESTION 11**

Describe your experience teaching swimming lessons with an authorized provider.

***QUESTION 12**

I understand that I am required to submit the following documents at the time of application, if utilized to meet the minimum requirements: Proof of American Red Cross Lifeguarding/First Aid Certificate; proof of American Red Cross CPR/Automated External Defibrillator (AED) for Lifeguard Certificate; proof of American Red Cross First Aid for Public Safety Personnel (Title 22) Certificate; proof of American Red Cross Water Safety Instructor (WSI) Certificate; proof of American Red Cross Course Record showing successful completion of required training; proof of equivalent certificate from a lifeguard training program approved by the California Department of Public Health; Proof of high school diploma, CHSPE or GED, if you are age 17 and do NOT have a work permit. If you are unable to attach, refer to the "Required Documents" section of the job posting for instructions.

- Yes
- No

* Required Question