

**CITY OF HAVRE**  
**POOL CUSTODIAN**

**DEPARTMENT:** Parks and Recreation/Swimming Pool

**ACCOUNTABLE TO:** Aquatic Director

**SUMMARY OF WORK:** Daily cleaning and disinfecting of swimming pool facility along with light maintenance to provide a safe, clean, and enjoyable swimming environment.

**JOB CHARACTERISTICS:**

**Nature of Work:** This position performs physical labor duties in the cleaning of the pool facility. Position works with hazards from chemicals, body fluids and slippery floors. Position works flexible hours including nights and weekends.

**Personal Contacts:** Very little contact with the public.

**Supervision Received:** Receives supervision from the maintenance supervisor.

**Essential Functions:** Position requires ability to mop; sweep; disinfect; operate hand tools; read water tests; climb ladders; lift weights of 100 pounds or more; maintain log; communicate verbally; hear; comprehend verbal and written instructions.

**AREAS OF JOB ACCOUNTABILITY AND PERFORMANCE:**

- Cleans swimming pool facility on a daily basis.
- Disinfects locker rooms, pool deck, lobby, office, guard room.
- Washes sinks.
- Cleans toilets and lockers
- Sweeps, vacuums lobby, entrance areas, mats.
- Washes windows.
- Dusts tops lockers, file cabinets, bookshelves, desks, main counter.
- Checks water, takes tests, checks filtration & chemical feed controller.
- Adds chemicals to pool as directed; replace filters.

- Empties trash.
- Records tasks in daily maintenance log.
- Performs other related duties as required.

### **JOB REQUIREMENTS:**

**Knowledge:** This position requires knowledge of cleaning and sanitation.

**Skills:** This position requires skills in cleaning and operating cleaning equipment.

**Abilities:** This position requires the ability to: lift up to 100 pounds; climb; perform cleaning tasks; communicate effectively; follow instructions; establish effective working relationships with fellow employees, supervisors, and the public.

### **EDUCATION AND EXPERIENCE:**

The above knowledge, skills, and abilities are typically acquired through a combination of education and experience equivalent to:

- A High School diploma or GED Equivalent.
- Experience in cleaning preferred.
- Community First Aid certificate of equivalent or obtain within 30 days of hire.

**JOB PERFORMANCE STANDARDS:**

Evaluation of this position will be based primarily upon performance of the preceding requirements and duties. Examples of job performance criteria include, but are not limited to, the following:

- Performs assigned duties.
- Meets health and safety standards for pool cleaning.
- Works effectively independently.
- Effectively cleans and disinfects facility including all rooms.
- Capably adds chemicals as directed.
- Maintains accurate log of daily maintenance work performed.
- Deals tactfully and courteously with the public.
- Observes work hours.
- Demonstrates punctuality.
- Establishes and maintains effective working relationships with fellow employees, supervisors and the public.

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Employee Signature

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Department Head Signature