

AQUATICS MAINTENANCE LEADER

JOB DESCRIPTION

Classification Responsibilities: An Aquatics Maintenance Leader is a working supervisor who plans, directs, and reviews the work of an aquatics maintenance crew who perform a variety of semiskilled and skilled work in the operation, maintenance, and repair of the City's aquatics facilities and related equipment. Supervisory work includes: assisting in the selection of staff; establishing goals and tasks; identifying, coordinating, and evaluating projects; monitoring and scheduling daily work; conducting performance appraisals; ordering materials and supplies; and assisting with securing bids for services and commodities. Aquatics Maintenance Worker related duties involve repairing large and small pumps, motors, and chemical feeders, and performing routine service, maintenance, and repair work on plumbing and electrical components related to aquatics facilities. Work also involves trades construction work (electrical, plumbing, painting, concrete, welding, etc.) related to the maintenance and repair of aquatics facilities. This class performs related duties as required.

Distinguishing Features: Some work is strenuous and the employee must be physically fit for bending, stooping, stretching, lifting, and carrying heavy equipment and materials. The employee may be assigned to a seasonal shift which includes nights, weekends, and holidays, and is subject to week-long 24-hour stand-by shifts on a year-round rotation. Some work is performed under the hazardous conditions of toxic chemicals. Work is supervised by the Aquatics Maintenance Foreman, who reviews work through conferences, reports, and results achieved. This class is distinguished from the Aquatics Maintenance Worker II by the supervisory responsibility of the Aquatics Maintenance Leader. An employee in this class may be exposed to hazardous or disagreeable elements including dust, heat, fumes, and toxins. Incumbents in this class are required to use a respirator when welding, painting, and working with pool chemicals. This class is FLSA nonexempt.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Any combination of training, education, and experience equivalent to considerable (3 - 5 years) experience in the operation, maintenance, and repair of large commercial or public swimming pools and associated equipment or a closely related area. Experience working in a supervisory capacity or as a lead worker.

Special Requirements. Must possess a valid Arizona Class C or higher Commercial Driver's License (CDL) with Hazardous Materials Endorsement (HME), or if no CDL then must pass the written test for an HME designation by hire or promotion. The skills demonstration portion of the Class C CDL test must be completed within 150 days of hire or promotion and will be administered by a City of Mesa Third Party Tester. Must meet the qualifications to wear a tight fitting respirator by passing a medical evaluation in accordance with Code of Federal Regulations (CFR) 1910.134 by hire or promotion date. Must obtain Scuba Certification and Certified Pool Operator (CPO) or Aquatic Facility Operator (AFO) certification within one year of hire or promotion. Must obtain Department of Homeland Security Chemical-terrorism Vulnerability Information (CVI) Authorized User certification within one year of

hire or promotion date. Must attend Confined Space training through the City of Mesa within one year of hire or promotion date. Must obtain Structural Pest Control Applicator's License through the Arizona Department of Agriculture's Pest Management Division in Categories 1, 3, 4, and 5 within one year of hire or promotion date. Must maintain certification and license requirements while assigned to this classification.

Substance Abuse Testing. This class is subject to Department of Transportation (DOT) Federal Motor Carrier Safety Administration (FMCSA) drug and alcohol testing as outlined in 49 CFR, Part 382.

Preferred/Desirable Qualifications. Any combination of training, education, and experience equivalent to graduation from high school or GED. Experience taking water samples to test free chlorine, pH, total alkalinity, and calcium using various chemical solutions and test kits. Experience working with Motorola irrigation systems.

ESSENTIAL FUNCTIONS

Communication: Communicates with coworkers and the general public to discuss work or respond to inquiries. Transmits information via cellular phone and/or email regarding work assignments and acquisition of supplies. Documents work completed on daily log sheets and work orders, and explains supply needs. Maintains records of water sample test readings.

Manual/Physical: Takes water samples to test free chlorine, pH, total alkalinity, and calcium by using various chemical solutions and test kits. Dispenses chlorine, caustic soda, carbon dioxide, and muriatic acid to adjust water chemistry. Maintains revolving inventory of pool chemicals and supplies. Transports and changes containers of chlorine, caustic soda, and acid. Inspects swimming pool filtering systems, mechanical chemical feeding systems, chlorine gas equipment, and water pumps for proper operation. Cleans pumps, filter tanks, and chlorinators, and adjusts dispensing units for proper discharge. Repairs large and small pumps, motors, and chemical feeders. Performs routine service, maintenance, and repair work on plumbing and electrical components related to aquatics facilities. Vacuums, cleans, and backwashes municipal pools. Cleans algae and rust on pool floor. Utilizing scuba gear, cleans algae and rust on pool floor, pulls lights and replaces light bulbs or entire assembly, and repairs floats and underwater plumbing in make-up tanks. Repairs showers in restrooms, broken toilet stools, partitions, and doors. Maintains water lines on drinking fountains. Paints, cleans, and performs routine repairs to facilities, including restrooms, deck areas, ladders, and diving boards. Repairs sections of concrete and pool deck material. Welds to make or repair parts. Transports various equipment for swim meets. Makes repairs and replaces filters and belts. Operates vehicles, equipment (forklift, hydraulic boom), and power-driven machinery (electric hand drills, portable generators, submersible pumps, jackhammers, pool vacuums). Maintains tools and equipment. Performs and monitors general landscape maintenance around pool areas. Moves heavy objects (pool chemicals) weighing up to 750 pounds with an aid to assist. Works in cramped areas and under the hazards associated with chlorine gas and climbing ladders. Works in a variety of weather conditions. Listens to detect malfunctioning equipment. Uses sense of smell to detect problems associated with hazardous chemicals. Operates a pickup truck (3/4-ton and/or one-ton) requiring an Arizona Class C CDL with Hazardous Material endorsement in order to haul hazardous materials. Works around or uses potentially hazardous materials (examples: chlorines, acids, vapors/fumes from pool chemicals, and paints) requiring the use of specialized protective equipment. Meets scheduling and attendance requirements.

Mental: Supervises subordinate staff, including participating in hiring, termination, instituting disciplinary actions, and conducting performance appraisals. Identifies, prioritizes, and evaluates work projects. Monitors and schedules daily work. Orders materials and supplies and secures bids for services and commodities. Tests and maintains proper water chemistry. Interprets and works from sketches, diagrams, manufacturers' manuals, and specifications.

Knowledge and Abilities

Knowledge of:

the functions of motors, pumps, filters, chemical feeders, chlorinators, and related aquatics equipment; pool water chemistry and the characteristics of various chemicals used to maintain proper and safe pool water conditions; occupational hazards and necessary safety precautions in handling hazardous chemicals; and commercial pool operation.

Ability to:

perform moderate-to-heavy manual labor outdoors in temperature extremes for extended periods of time; understand and follow verbal and written instructions; and establish and maintain effective working relationships with management, coworkers, and the general public.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

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