

HAINES BOROUGH
HAINES, ALASKA
PUBLIC NOTICE
POSITION OPENING
ASSISTANT POOL MANAGER



The Haines Borough is accepting applications for a permanent, part-time **Assistant Pool Manager**. This is a part-time, union position reporting directly to the Pool Manager and working a flexible schedule developed with the Manager (up to 28 hours per week). This employee serves as assistant to the Pool Manager and assumes responsibility for the pool facility when the Manager is absent, unavailable or otherwise unable to act for any reason. Responsible for assisting in managing daily pool operations including, but not limited to, supervising lifeguard staff, maintaining the facility and performing lifeguard duties.

Minimum REQUIRED Qualifications: Must hold a valid Alaska Drivers license. **Must be at least 21 years old with the following certifications:**

1. American Red Cross (ARC) Lifeguard
2. ARC CPR for the Professional Rescuer
3. ARC Lifeguard Instructor (or must be obtained within one year)
4. ARC Water Safety Instructor (or must be obtained within one year)
5. Certified Pool Operator certificate (or must be obtained within one year)

The following additional certifications are desirable:

1. ARC CPR for the Professional Rescuer Instructor
2. ARC Water Safety Instructor Trainer
3. ASCA Levels 1 & 2

Wage & Benefits: \$16.12-\$17.12 per hour DOE and eligible for union benefits. No medical insurance. Employment is subject to a union initiation fee, union dues, and a PERS percentage. This position is also subject to a 6-month probationary period.

Application Deadline: 5:00pm, **August 15, 2018**, or thereafter until filled.

Application Procedure: Submit, via mail, fax, or email, a letter of interest and completed Haines Borough application form including resume. The application and job description may be found at www.hainesalaska.gov or by contacting:

Borough Clerk's Office
P.O. Box 1209, Haines, AK 99827
Haines Borough Administration Building, 103 Third Ave S
Phone: 907-766-6402 Fax: 907-766-2716
afullerton@haines.ak.us