



CITY OF KILLEEN POSITION DESCRIPTION Pool Maintenance Supervisor

DEPARTMENT: Recreation Services
DIVISION: Aquatics
SUPERVISOR'S TITLE: Aquatics Manager
FLSA STATUS: Non-Exempt
GRADE: 22
EVALUATION NUMBER: 5
WORKERS COMP CODE: 9102

GENERAL PURPOSE

To provide preventive maintenance work and repair public swimming pools, water systems, filter systems, pumps, pool equipment, and to order and maintain chemicals at three aquatics facilities.

SUPERVISION EXERCISED

Supervises 81 seasonal employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES

CORE COMPETENCIES:

Diagnoses, repairs, maintains, and provides preventive maintenance work on public swimming pools, water systems, filter systems, pumps, and pool equipment.

Implement comprehensive maintenance program to ensure efficient operation of aquatic center, municipal pool and splash pad.

Monitors, handles, and installs all chemicals for swimming pools.

Maintain the proper chemical balance and testing for the pools, in accordance with state code.

Maintains the pH and Chlorine values for good water quality.

Performs cleaning of swimming pools.

Respond to swimming pool related work orders in a timely, friendly, and efficient manner to assess and repair non-functioning machinery or equipment.

Performs minor repairs to swimming pools.

Responsible for ordering and maintaining inventory of chemicals, parts, and supplies as needed, with approval by the Aquatics Manager.

Repairs and maintains electrical and mechanical equipment.

Transports and stores hazardous chemicals.

Maintains manual or automated records of all activities, chemical readings, maintenance logs of malfunctions with course of action to repair and prepares daily/weekly/monthly reports.

Operates vehicles to transport various types of materials and equipment.

Maintenance to include, repairs of fences and gates, cleaning, and servicing of swimming pool filtration units, fixing lights above and below water level, using swimming pool vacuum cleaners to clean the pool floor, and use of telescopic pole with net to clean and remove any leaves or debris.

Perform all work related to the efficient operation of city owned and operated chlorination systems associated with the Family Aquatic Center, municipal pool and splash pad.

Does semi-skilled plumbing and minor repair work on doors, windows, roof, floors, and other building parts.

Assists with installation of electrical wiring and fixtures.

Performs semi-skilled painting work.

Assembles furniture and other structures.

Makes minor adjustments and keeps equipment in good repair.

Performs heavy manual labor, custodial, and grounds work as directed.

Logging and reporting equipment faults or water quality problems to managers.

Perform other duties as assigned.

REQUIRED MINIMUM QUALIFICATIONS

EDUCATION AND EXPERIENCE:

1. High School Diploma.
2. Five (5) year experience in general swimming pool maintenance, including the handling of chemicals.
3. Any equivalent combination of education and experience.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Swimming pool water chemistry; swimming pool filtration and circulation systems.
2. Proper swimming pool cleaning methods and techniques and use of swimming pool chemicals.
3. Basic operations, tools and terms used in building grounds and custodial maintenance.
4. Fundamentals of carpentry, painting, plumbing, and shop practices.
5. Ability to coordinate, analyze, and utilize a variety of reports and records.
6. Ability to communicate effectively, verbally and in writing.
7. Ability to establish and maintain effective working relationships with employees, supervisors, other agencies, and the public.
8. Maintains regular and punctual attendance.

SPECIAL REQUIREMENTS

1. Must have a valid driver's license by date of hire.
2. Must obtain and maintain a Texas Driver's License within 60 days of hire.
3. Must obtain Certified Pool Operator certification within six months of hire.
4. Must be available to work weekends, and various hours to oversee various events and activities, and to attend meetings.

TOOLS AND EQUIPMENT USED

Various equipment used in parks' maintenance will include, but not necessarily limited to, backhoes, bucket loaders, field groomers, reel mowers, dump trucks, air compressors, sprayers, tractors with hydraulic attachments, mowers, trimmers, jackhammers, pneumatic packers, concrete saws, machine floats, chain saws, pole saws, deck mowers, hand tools, safety equipment, personal computer including word processing and spreadsheet, calculator, fax, phone, as required.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to reach with hands and arms and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is frequently required to stand and walk. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl, talk and hear.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving

mechanical parts and in outside weather conditions. The employee frequently works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is usually loud.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

EFFECTIVE DATE: OCT 16

REVISION DATE: May 2, 2022