CITY OF TEMPE
Temporary Employment Opportunity

Community Services· Recreation Division · 3500 S Rural Rd. Tempe AZ 85282 · (480)350-5200 · TDD (480) 350-8400

Temporary Lifeguard
City of Tempe / Community Services – Recreation
Aquatics Division

Opening Date: **March 8, 2013**

Closing Date: **Open until the needs of the City are met.**

Hourly Wage: **$9.65-$10.88**

Work Schedule: **Flexible; weekdays, evenings, and/or weekends**

This is a Temporary Non-Benefitted position.

Experience & Training:

Knowledge of:
- Lifesaving methods and procedures, including first aid and standard resuscitation procedures.

Skill in:
- The application of lifesaving techniques.
- Swimming strokes including the front crawl, breast stroke sidestroke and treading water.

Physical Ability to:
- Communicate orally with the ability to hear and hold a conversation with others in person and by telephone.
- React quickly and calmly in emergencies.
- Administer first aid and CPR including the ability to remove a guest in distress from the water in the course of rescue activities.
- Perform resuscitation techniques requiring physical stamina and other first aid measures.
- Have 20/25 vision with correction as necessary to observe swimmers, read and write reports, instructions, correspondence, etc.
- Stand and sit for extended periods of time.
- Perform maintenance tasks which include moving and lifting objects up to 50lbs.
- Remain outside in 100+ degree temperatures for up to 1 hour.

Licenses/Certifications:

- Current American Red Cross Lifeguard and First Aid certification or any nationally recognized certification (for example: Starfish or Ellis)
- Current American Red Cross CPR for the Professional Rescuer Certification or any nationally recognized certification program (for example: Starfish or Ellis)
- Must be at least 15 years old.

Essential Job Functions:

- Provide initial emergency care until qualified medical personnel can take over. Perform CPR / First Aid and in water rescues.
- Prevent accidents and minimize or eliminate hazardous situations
- Enforce pool rules, policies and regulations.
- Caution guests about unsafe practices and provide education relating to the aquatics program.
- Maintain order in the pool and adjoining areas.

- Conducts daily maintenance.
- Works cooperatively with staff to provide seamless operations and quality customer service.
- Accountable for pool equipment and faculties.
- Attends staff training and in-services.
- Completes and maintain reports and forms used in the aquatics program.
- Checks the proper maintenance of the equipment and sanitation of pools and bathhouse facilities.
- Participates in the organization and implementation of daily and special aquatic activities.
- Maintains a high level of professionalism at all times.

Applicant Requirement:

Requires successful completion of selection process, completion of background investigation and verification of identity/work authorization. Applications will be reviewed and only the most qualified applicants will be interviewed.

Due to the safety and or security sensitive nature of this classification, individuals shall be subject to pre-employment or pre-placement alcohol, drug and/or controlled substance testing as outlined in City policy and procedures.

SUBMIT APPLICATION TO:
City of Tempe
Aquatics Department
Kiwanis Park Recreation Center
6111 All America Way
Tempe, Arizona 85283

For questions, please contact:
Tina Royer or Pat VanGorp / Recreation Coordinators
Telephone: (480) 350-5714
Email:pat_vangorp@tempe.gov
Tina_royer@tempe.gov

An equal opportunity/reasonable accommodation employer

City of Tempe - Community Services Department - Parks & Recreation

Application For Part-Time Recreation Employment

Tempe

CHECK REQUIRED AVAILABILITY BEFORE INDICATING PROGRAM INTEREST. An Equal Opportunity Reasonable Accommodation Employer

PRINT CLEARLY AND NEATLY IN INK OR USE TYPEWRITER.
ANSWER ALL QUESTIONS COMPLETELY. SIGN THE APPLICATION

TITLE OF POSITION: _____

1. **Name:** _____
   Last First Middle I.

2. **Address:** _____
   Street - Apt. # City State Zip Code

3. **E-mail Address:** _____

4. **Phone - Home:** _____ **Office:** _____ **Message:** _____

5. **Driver's License: #:** _____ State: _____ Class: _____ Expiration Date: _____
   Is this license currently valid: **Yes** _____ **No**_____

6. Are you at least 15 years old? **Yes** _____ **No** _____ Upon hiring, you may be required to show proof.

7. Are you a United States citizen or a legally registered alien? **Yes** _____ **No** _____

8. Are you related to any member of the City Council or any City Board or Commission member or any City employee?
   Yes _____ **No** ____ If yes, indicate WORK, RELATIONSHIP AND POSITION: _____
   _____

9. Have you ever worked for the City of Tempe? **Yes** _____ **No**_____ If yes, WHEN: _____ Month/Year

10. Dates available: From _____ To _____. Specify times you are available to work

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
List specific hours you are available to work, i.e. 8am-noon							

12. EDUCATION: Circle highest grade completed
    GRADE SCHOOL 1 2 3 4 5 6 7 8 HIGH SCHOOL 9 10 11 12 COLLEGE 1 2 3 4 5 6

13. HIGH SCHOOL AND INSTITUTIONS OF HIGHER LEARNING
    Name Dates Attended Major Degree or Diploma Obtained
    _____
    _____
    _____
    _____

14. CERTIFICATION OR REGISTRATION: (CPR, First Aid, Adv. Lifesaving, Lifeguard Training, W.S.I., etc.)
    Current type of certifications: _____ Expirations Date: _____
    _____ _____
    Attach copies of current Certifications to application _____ _____
    _____ _____

(Turn Over)

EMPLOYMENT HISTORY:
Indicate your experience in each position beginning with your present or most recent position, including any military and volunteer experience. **Show your entire work history.** The amount of experience and the way you describe it, as it pertains to the position you are seeking, will determine whether or not you are given further consideration for the position. ***You may attach a resume to your application: however, your qualifications will be evaluated solely on this completed application form and supplemental questionnaire(s).***

15. **Place of Employment or Volunteer Experience:** _____ **Phone:** _____

Address: _____
Street City State Zip Code

Kind of Business: _____ Your Title: _____

Supervisor Name/Title: _____

Employment Dates: From _____ (Month/Year) To _____ (Month/Year) Total Time There _____ (Year(s)) _____ (Month(s))

Hours Per Week _____ Starting Wage $_____ per _____ Present/Ending Wage $_____ per _____

Description of work performed: _____

_____

_____

_____

Reason for leaving or wanting to change: _____

May we contact this employer if you are considered for the position? Yes _____ No _____

16. **Place of Employment or Volunteer Experience:** _____ **Phone:** _____

Address: _____
Street City State Zip Code

Kind of Business: _____ Your Title: _____

Supervisor Name/Title: _____

Employment Dates: From _____ (Month/Year) To _____ (Month/Year) Total Time There _____ (Year(s)) _____ (Month(s))

Hours Per Week _____ Starting Wage $_____ per _____ Present/Ending Wage $_____ per _____

Description of work performed: _____

_____

_____

_____

Reason for leaving or wanting to change: _____

May we contact this employer if you are considered for the position? Yes _____ No _____

17. **Place of Employment or Volunteer Experience:** _____ **Phone:** _____

Address: _____
Street City State Zip Code

Kind of Business: _____ Your Title: _____

Supervisor Name/Title: _____

Employment Dates: From _____ (Month/Year) To _____ (Month/Year) Total Time There _____ (Year(s)) _____ (Month(s))

Hours Per Week _____ Starting Wage $_____ per _____ Present/Ending Wage $_____ per _____

Description of work performed: _____

_____

_____

_____

Reason for leaving or wanting to change: _____

May we contact this employer if you are considered for the position? Yes _____ No _____

18. Please list other names you have gone by, so we can verify your previous work experience and/or education:

_____

19. Have you ever been convicted of a **misdemeanor** or **felony** (other than minor/civil traffic offenses), placed on probation, fined or given a suspended sentence (include military trial convictions?) Note: Reckless operation, hit-and-run, driving under the influence, excessive speeding, and similar charges are ***not*** considered minor traffic offenses; furthermore, an excessive number of traffic violations (including minor/civil offenses) should be reported.

Yes θ No θ If Yes, give details, including charges, dates, locations, etc. (attach a separate page if necessary):

_____

_____

_____

It is to your advantage to provide a full disclosure of your record, as convictions do not automatically bar you from employment with the City. **However, failure to admit convictions will result in automatic disqualification from new or continued employment** (tempered by the specific considerations listed in the "Truth in Application Policy" below.)

TRUTH IN APPLICATION POLICY

The City of Tempe places a prime value on integrity. This value applies to all phases of City business. In particular, the City values, and in fact requires, honesty in completing employment applications. This is important to creating a fair process oriented towards selecting the best candidate. Therefore, the City will not tolerate lies or omissions of material fact on employment applications.

The City of Tempe has a "*zero tolerance*" of untruthfulness in application materials. The City conducts a background check upon hire to verify the information contained in the application. However, at the same time that the City values integrity and truth in applications, it recognizes that people may make mistakes and may learn from them. Therefore, the City's "*zero tolerance*", as stated in this policy, is tempered by the following considerations:

1. Convictions will not automatically bar an application from employment for City jobs. The relationship of the conviction to the job, as well as its severity, the passage of time, and subsequent job performance will all be considered.

2. Applicants are not required to report convictions that have been expunged or sealed by a court of law.

3. If misstatements or omissions of material fact are discovered after seven (7) years of the date of an application, there may be grounds for dismissal from City employment, but such dismissal will be considered on a case-by-case basis, weighing the severity of the misstatement/omission against subsequent job performance and its relationship to the job.

I agree and understand that any deliberate misstatement or omission of material fact on application documents will cause forfeiture on my part of all eligibility to any employment with the City of Tempe, and will cause forfeiture of my job if I am currently employed or become employed by the City of Tempe.

My signature on this application form acknowledges my understanding and agreement with the above policy.

20. I certify that all statements made on all application materials are true and complete. In addition, I authorize any individual, company, organization or institution to release any and all information concerning statements made by me on this application, and I do hereby release all parties and individuals connected therewith from all liabilities for any damages whatsoever incurred in furnishing such information.

_____

SIGNATURE DATE

Tempe

Name: _____

I hereby authorize the City of Tempe to check my references with the following employer (**complete one box for each employer listed on application and supplement-make additional copies if needed):**

Date(s) Employed: _____

Company Name: _____

Address/City/Zip: _____

Supervisor's Name/Title: _____

Phone #: (____) _____ Fax # (____) _____

Signature _____ **Date** _____

Tempe

Name: _____

I hereby authorize the City of Tempe to check my references with the following employer (**complete one box for each employer listed on application and supplement-make additional copies if needed):**

Date(s) Employed: _____

Company Name: _____

Address/City/Zip: _____

Supervisor's Name/Title: _____

Phone #: (____) _____ Fax # (____) _____

Signature _____ **Date** _____

Tempe

Name: _____

I hereby authorize the City of Tempe to check my references with the following employer (**complete one box for each employer listed on application and supplement-make additional copies if needed):**

Date(s) Employed: _____

Company Name: _____

Address/City/Zip: _____

Supervisor's Name/Title: _____

Phone #: (____) _____ Fax # (____) _____

Signature _____ **Date** _____