

JOB DESCRIPTION

POOL ATTENDANT

POSITION SUMMARY

The Pool Attendant position serves a variety of customer service tasks that support the maintenance, operation and cleanliness of the Gulf State Park Campground Pool. Reporting to the Pool Manager and Campground Management, the Attendant will work closely with other campground staff to ensure overnight park guests have an enjoyable and safe experience at the pool and splash pad.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assists guests with pool sign-in and provides guidance on pool and park policies and procedures.
- Distributes food and beverages, using the Point of Sale System
- Operates an electronic cash register, computer, or point of sales system while following established accountability guidelines for handling funds
- Maintains accurate records of pool statistics (water quality, cleaning schedule, etc.) and concession sales.
- Works openly with internal and external customers, recognizes diverse opinions and needs, and maintains positive working relationships
- Maintains operation of the pool, not limited to checking chemical levels, cleaning debris from water and adding chemicals when necessary.
- Enforces all safety rules in and around the pool area.
- Provides assistance with close down procedures including straightening pool furniture, cleaning restrooms, stocking supplies and food, balancing cash drawer and locking up the facility.
- Works collaboratively with Pool and Campground employees in any other area deemed necessary.

SUPERVISORY RESPONSIBILITIES

None.

KNOWLEDGE, SKILLS AND ABILITIES

- Basic knowledge and experience in Microsoft Office applications
- Effective communication and customer service skills
- Basic arithmetic, cash handling skills and credit card processing experience
- Familiarity with food and beverage handling safety
- Ability to exercise sound judgment and discretion in interpreting and applying DCNR and Gulf State Park policies and procedures

REQUIRED EDUCATION AND EXPERIENCE

This is an entry-level customer service position. High-school students that are 16 and up are encouraged to apply. Competitive applicants will have prior experience working in an outdoor recreation or aquatic recreation environment.

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 frequently required to stand, sit, walk, bend, twist, talk and hear; use their hands to operate a computer and phone; and reach with their hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Mental stress and physical fatigue may occur due to the high volume of personal contacts during the peak season.

WORK ENVIRONMENT

While performing the duties for this job, the employee works indoors in an air-conditioned environment and outdoors. The employee is occasionally exposed to wet and/or humid conditions when performing housekeeping and other duties. The noise level at the pool is usually moderate to high during peak season.

ADDITIONAL INFORMATION

This is a full-time (40 hours), 3-month, seasonal position expected to last from June to August. This position may be expected depending on campground occupancy into the fall season. The work schedule for this position will include nonstandard hours and requires the ability to work holidays and weekends.

The starting pay for this position is \$10.19. Regulations pertaining to salary and benefits are governed by State Personnel and cannot be negotiated. Non merit employees, such as temporary or seasonal, do not receive any benefits other than wages.

If interested, please send a completed application, resume, and cover letter to Eric Peterson, Campground Manager.

Link to Gulf State Park Application:

<https://www.alapark.com/sites/default/files/2019-08/State%20App%20for%20Gulf%202.pdf>