

Position: Pool / Water Park Attendant	Department: Pool	Supervisor: Maintenance Manager	
Job Titles Supervised: None	Date: October 6, 2017	FLSA: Hourly (Non-Exempt)	Benefits: Eligible if Full Time

General Purpose:

The Pool / Water Park Attendant safely and efficiently maintains the pool/water park area to ensure guest satisfaction.

Additional Information:

In order to apply for this position, you must be legally authorized to work in the United States. Upon hire you must complete the I-9 form within the first 3 days of employment.

We expect our employees to approach their work with passion, enthusiasm, and attention to customer satisfaction. We also expect our employees to champion, embrace and live the company values: Fun, Accountability, Concern for Others, Continuous Improvement, and Trust. Our values are at the center of everything we do. We use them as guides to make decisions and chart our course on a daily basis.

Essential Functions of the Job:

- *Regular attendance and reporting to work on time, ready to begin your shift is an essential function of employment (being tardy places an unfair burden on the team)*
- *Ability to work flexible schedules (including weekends, nights, holidays) to meet hotel/guest needs*
- *Communicating effectively, both verbally and in writing (i.e. use appropriate language, display proper tone, attitude and body language when communicating)*
- *Ability to understand and follow instructions as directed by supervisor/manager*
- ***Working Safely*** is a condition of employment. All employees must follow the safety policies
- *Performing the job duties as described. (Reasonable accommodations will be considered in accommodating disabilities. If you believe you need an accommodation, please speak with your supervisor, General Manager, or Human Resources)*

Expectations of all Employees:

- ✓ Be polite, courteous and helpful to all guests and coworkers, displaying a positive “can do” attitude while maintaining a high level of professionalism consistent with the company values
- ✓ Acknowledge our guests with a smile and friendly “hello.” Promptly attend to guest needs
- ✓ Comply with all hotel policies and procedures, i.e. Employee Handbook, Conduct Policy, Safety Policy, etc.
- ✓ Comply with guest privacy standards
- ✓ Report to your supervisor or the MOD, ***immediately, all injuries*** occurring while on duty, *no matter how minor.* (Fraud, Dishonesty and False Statements regarding an injury will result in disciplinary action up to and including termination)
- ✓ Act as a safety and security agent by identifying and reporting potential risks to guests and/or employees to the Manager or General Manager
- ✓ Arrive to work on time (follow call-out policy), and in appropriate work attire, (uniform, foot wear and name tag) neat in appearance
- ✓ Complete work in a timely manner and meet productivity standards/expectations
- ✓ Keep work area clean, neat, and well organized
- ✓ Demonstrate a team behavior and attitude of working together effectively to accomplish tasks (even if outside specific job duties)
- ✓ Seek approval from management prior to working overtime (i.e. punching in early or staying beyond scheduled shift)
- ✓ Perform additional duties as assigned

Job Duties and Responsibilities:

- Keep pool area organized, tidy, and mopped dry
- Perform basic pool maintenance (vacuum, skimming, etc.)
- Maintain stock and cleanliness of pool restrooms
- Maintain stock of pool towels (retrieve from Housekeeping and fold)
- Ensure people using the pool/water park are guests or members and that minors have adult supervision, keep a running count of guests using the facilities
- Notify maintenance of possible pool repair, safety and any contamination issues
- Keep all necessary log sheets given from management
- Conduct daily testing of pool chemicals and make adjustments as needed
- Keep windows, doors and frames clean; patio furniture neat and clean; trash receptacles emptied
- Verify all lighting operational
- Maintain mechanical room, always keep clean and organized
- Maintain the Pool area, i.e. clean and inspect all slides, ladders, and toys daily for any defects or damage
- Maintain fitness room cleanliness, stocking/removal of towels, mirror/window cleaning, water bubbler has enough water and cups, vacuuming etc.

Skills Required:

Provide high level customer service, communicate effectively with guests and team members, follow instructions, ability to learn quickly, pay attention to detail, and maintain composure when working under pressure

Experience / Education:

Prior experience in Guest Services preferred; Lifeguard or CPO certification helpful but not necessary

Performance Measurement:

90 Day performance review, on-going feedback from supervisor, attendance, productivity, feedback from others, Guest Response scores, etc.

Uniforms:

Water Park Attendants are required to supply and wear khaki shorts or pants that are neat in appearance. Slip resistant white tennis sneakers are also required for the position

Physical Demands:

This is a very physically demanding job that requires extended periods of walking, standing, bending, lifting, twisting and kneeling. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. (See Physical Requirements section for detailed information)

Employee Acknowledgement:

I have received a copy of this job description, have read and understand the expectations and responsibilities. I understand that if I need a reasonable accommodation to perform these job duties, I am to speak with my manager, GM, or Human Resources. I recognize that the company reserves the right to modify this job description based on business needs and that I may be asked to perform additional duties as assigned.

Manager**Date**

Employee Signature**Date**

Physical Requirements of this position

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.

Physical Demands: Approximate requirements of time tasks are performed in carrying out job duties.

(To update boxes – place cursor to the left of the box, double click, under “Default Value” click on not checked or unchecked to select the box.)

Sitting (Number of hours a worker must be sitting)	Tasks (not an exclusive list)
<input checked="" type="checkbox"/> Not an essential function	<ul style="list-style-type: none"> Occasionally may sit to perform tasks.
<input type="checkbox"/> 1-3 hours/day	
<input type="checkbox"/> 3-7 hours/day	
<input type="checkbox"/> 7 or more hours/day	

Standing (Number of hours standing)	Tasks (not an exclusive list)
<input type="checkbox"/> Not an essential function	<ul style="list-style-type: none"> Majority of time is spent standing and walking to perform duties.
<input type="checkbox"/> 1-3 hours/day	
<input checked="" type="checkbox"/> 3-7 hours/day	
<input type="checkbox"/> 7 or more hours/day	

Walking (Number of hours walking)	Tasks (not an exclusive list)
<input type="checkbox"/> Not an essential function	<ul style="list-style-type: none"> Majority of time is spent standing and walking to perform duties.
<input type="checkbox"/> 1-3 hours/day	
<input type="checkbox"/> 3-7 hours/day	
<input checked="" type="checkbox"/> 7 or more hours/day	

Bending	Tasks (not an exclusive list)
<input type="checkbox"/> Not an essential function	<ul style="list-style-type: none"> Moderate bending while performing duties. Some bending activities include: pool maintenance and area cleaning.
<input type="checkbox"/> Infrequent Bending: 1-120 bends/day (15 bends/hour)	
<input checked="" type="checkbox"/> Moderate Bending: 121-480 bends/day (1 bend/minute)	
<input type="checkbox"/> Frequent Bending: 481 or greater bends/day (>1 bend/minute)	

Squatting	Tasks (not an exclusive list)
<input type="checkbox"/> Not an essential function	<ul style="list-style-type: none"> Infrequent squatting while performing duties. Some squatting activities include: pool maintenance and area cleaning.
<input checked="" type="checkbox"/> Infrequent Squatting: 1-120 squats/day (15 squats/hour)	
<input type="checkbox"/> Moderate Squatting: 121-480 squats/day (1 squats/minute)	
<input type="checkbox"/> Frequent Squatting: 481 or greater squats/day (>1squat/minute)	

Kneeling	Tasks (not an exclusive list)
<input type="checkbox"/> Not an essential function	<ul style="list-style-type: none"> Some tasks may require frequent kneeling while performing duties. Some kneeling activities include: pool maintenance and area cleaning.
<input type="checkbox"/> Infrequent Kneeling	
<input type="checkbox"/> Moderate Kneeling	
<input checked="" type="checkbox"/> Frequent Kneeling	

Twisting <input type="checkbox"/> Not an essential function <input type="checkbox"/> Infrequent: 1-120 twists/day <input checked="" type="checkbox"/> Moderate: 121-480 twists/day <input type="checkbox"/> Frequent: 481 or greater twists/day (>1 twist/minute)	Tasks (not an exclusive list) <ul style="list-style-type: none"> Moderate twisting while performing duties.
Lifting Floor to Waist <input type="checkbox"/> Not an essential function <input type="checkbox"/> Infrequent: up to 25 lbs <input checked="" type="checkbox"/> Moderate: up to 25 lbs <input type="checkbox"/> Frequent: up to 25 lbs	Tasks (not an exclusive list) <ul style="list-style-type: none"> Moderate lifting while performing duties. To include garbage removal, towel folding and stocking, guest assistance.
Lifting to Waist to Shoulder <input type="checkbox"/> Not an essential function <input type="checkbox"/> Infrequent: up to 25 lbs <input checked="" type="checkbox"/> Moderate: up to 25 lbs <input type="checkbox"/> Frequent: up to 25 lbs	Tasks (not an exclusive list) <ul style="list-style-type: none"> Moderate lifting while performing duties.
Lifting Overhead <input type="checkbox"/> Not an essential function <input checked="" type="checkbox"/> Infrequent: up to 25 lbs <input type="checkbox"/> Moderate: up to 25 lbs <input type="checkbox"/> Frequent: up to 25 lbs	Tasks (not an exclusive list) <ul style="list-style-type: none"> Infrequent lifting overhead while performing duties.
Pushing / Pulling <input type="checkbox"/> Not an essential function <input checked="" type="checkbox"/> 1-3 hours/day <input type="checkbox"/> 3-7 hours/day <input type="checkbox"/> 7 or more hours/day	Tasks (not an exclusive list) <ul style="list-style-type: none"> Moderate push/pulling while performing duties. To include mopping, sweeping, garbage and towel carts.
Wrist / Hand / Fingers Repetitive Movements <input type="checkbox"/> Not an essential function <input type="checkbox"/> Infrequent <input checked="" type="checkbox"/> Moderate <input type="checkbox"/> Frequent	Tasks (not an exclusive list) <ul style="list-style-type: none"> Moderate repetitive movements while performing duties, i.e. mopping, cleaning bathrooms, showers, cleaning windows and frames, etc.
Cardiovascular - Endurance (Maximum Work-load Required Each Day) <input type="checkbox"/> Not an essential function <input type="checkbox"/> Light energy requirements <input checked="" type="checkbox"/> Moderate energy requirements <input type="checkbox"/> High energy requirements	Tasks (not an exclusive list) <ul style="list-style-type: none"> Majority of time spend on feet and in motion. Frequently climbing stairs while performing duties.

Manager

Date

Employee Signature

Date