

191 E. Main St.
Carlton, OR 97111



Phone (503) 852-7575
FAX (503) 852-7761

CITY MANAGER'S OFFICE

PRESS RELEASE DATE: 2/22/2022

PLEASE POST UNTIL: **MONDAY, APRIL 4, 2022**

JOB ADVERTISEMENT

CITY POOL MANAGER

(Summer-seasonal position, FLSA Non-Exempt)

\$17.00 - \$19.00 per hour, depending on experience; no benefits or accruals.

GENERAL PURPOSE: Under direction of the Assistant City Manager, the primary reason this position exists is to manage the operations of the City of Carlton's outdoor swimming pool during the summer season and supervise pool staff/volunteers.

MINIMUM QUALIFICATIONS: See below.

Experience: At least three (3) years of experience in swimming pool management, swimming instruction, life-guarding or related activity; or any equivalent combination of education, experience and training which demonstrates the required knowledge, skills and abilities.

Education: High school diploma or GED.

SPECIAL QUALIFICATIONS:

- **Required:** Lifeguard Training Certification and Water Safety Instructor and/or two (2) or more years of swim instructor experience.
- **Preferred:** Lifeguard Training Instructor Certification, Water Safety Instructor and/or three (3) or more years of teaching experience.
- Possess a valid Oregon Driver's License.
- Must pass a background investigation.

SELECTION PROCESS:

Resume and application rating on education, training, and experience; oral interview and reference check; and job-related tests may be required. A successful criminal background check and national fingerprint-based record check will be required as a condition of employment.

Applications are available from:

City of Carlton
191 E. Main Street
Carlton, OR 97111
503.852.7575
<http://www.ci.carlton.or.us/jobs>

To be considered please submit a City of Carlton application and resume no later than:

Monday, April 4, 2022 by 4:00 PM

Position vacancy is open until filled. First review of applications will occur April 5th.

For any additional questions please contact Aimee Amerson at aamerson@ci.carlton.or.us

The City of Carlton is an Equal Opportunity Provider

Employment with the City is open to any person, and we do not discriminate on the basis of race, religion, sex, color, age, sexual orientation, national origin, marital status, mental/physical disability, source of income, or any other status protected by federal, state or local laws.