



Job Title: Aquatics Manager
Department: Parks and Recreation
Location: 150 Beach Street, Revere, MA
Hours: Mon to Thurs, 8:15am to 5:15pm / Fri. 8:15am to 12:15pm.
Salary: \$58,000-\$64,000 annually. Full time grant-funded position.

DESCRIPTION:

The Aquatics Manager manages operation of aquatics facility, activities, swimming programs, rentals, and department staff. Employee works under the supervision of Director of Parks and Recreation.

ESSENTIAL FUNCTIONS:

- oversees the maintenance the pools to include chemistry, climate control, cleanliness, and related maintenance
- Ensures that all appropriate water, environmental, health and safety standards are maintained; ensures pools are compliant with all local and state requirements
- participates in and teaches aquatic and safety certification training sessions, as necessary
- Develops and maintains records of operational facility usage
- Monitors and maintains inventories of pool equipment and supplies
- Develops, implements, and oversees a variety of aquatics programs
- Performs miscellaneous job-related duties as assigned

QUALIFICATIONS:

- Revere residency Preferred
- Bachelor of Associates degree preferred
- At least 3 years of experience directly related to the duties and responsibilities specified
- Certified Pool Operator Certification

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge:

- Knowledge of federal, state, and local regulations, policies, and guidelines for the operation of public swimming pools and public baths.
- Knowledge of certification standards in area of specialty.
- Knowledge of budget preparation, cost estimating, monitoring, and fiscal management principles, and procedures.

- Knowledge of supplies, equipment, and/or services ordering and inventory control.
- Knowledge of contract documents and specifications.
- Knowledge of customer service standards and procedures.
- Knowledge of optimal swimming pool water chemistry, temperature, and cleanliness standards.
- Knowledge of the principles and practices of operating a large, multi-pool aquatic facility.

Skills:

- Skills in program planning and development.
- Skill in the use of personal computers and related software applications.
- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community.
- Records maintenance skills.

Abilities:

- Ability to gather data, compile information, and prepare reports.
- Ability to make administrative/procedural decisions and judgments.
- Ability to recruit, train, and certify student lifeguards and others.
- Ability to communicate effectively, both orally and in writing.
- Ability to read, understand, follow, and enforce safety procedures.
- Ability to supervise and train employees, to include organizing, prioritizing, and scheduling work assignments.

PHYSICAL ENVIRONMENT:

Work is primarily performed in an office environment. The work involves sitting, standing, walking, and stooping. The employee may be required to lift objects such as files, boxes of papers, office supplies, and office equipment weighing up to 30 pounds.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of the person so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time as needed.

The City of Revere is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected veteran status, or any other legally protected basis, in accordance with applicable law.

Interested candidates should apply online at www.revere.org/jobs. Please submit a resume, cover letter and salary requirements with your application.