



**Job Title:** Certified Pool Operator      **Wage/Hour Status:** Non-Exempt  
**Reports To:** Director of Maintenance      **Pay Grade:**  
**Dept. /School:** Maintenance Department      **Date Revised:** 11/15/2011

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**Primary Purpose:**

Under general supervision, perform daily pool operations, chemical check and balance, order supplies as necessary, set up for events, maintain sanitary pool conditions, clean and maintain all areas of swimming pool including showers, restrooms, offices, assist in outside grounds maintenance.

**Qualifications:**

**Education/Certification:**

High school diploma or GED required  
Valid Texas driver's license  
Certified Pool Operator Certification or ability to obtain Certification within 45 days of employment

**Special Knowledge/Skills:**

CPR trained and certified  
AED trained and certified  
Knowledge of commercial pool equipment maintenance and water treatment techniques  
Ability to perform mathematical calculations  
Ability to diagnose and resolve problems

**Experience:**

Three years commercial or public pool experience

**Major Responsibilities and Duties:**

**Swimming Pool Operations:**

1. Perform pool maintenance and cleaning. of the facilities
2. Set up for special events.
3. Diagnose and correct problems.
4. Maintain grounds around swimming pool.
5. Order supplies and equipment as needed.

**Safety:**

6. Perform recommended preventative maintenance on pool equipment.
7. Operate tools and equipment according to established safety procedures.
8. Correct unsafe work conditions and report any conditions to supervisor immediately.
9. Other duties as assigned.

**Supervisory Responsibilities:**

None

**Equipment Used:**

Various meters, gauges, ladders, hand tools, power tools, light equipment, pumps, computer equipment.

**Working Conditions:**

**Mental Demands/Physical Demands/Environmental Factors:**

Continual walking, standing, climbing, stooping, bending, kneeling, reaching, crawling, heavy lifting, and carrying heavy equipment. Work in tiring and uncomfortable positions both inside and outside. Exposure to extreme temperatures outside. Available to work overtime and longer hours due to events.

*NOTE: The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, or skills that may be required.*