SANTA ANA, CITY OF (CA) invites applications for the position of:
Program Leader II (Summer Aquatics)

SALARY: $11.01 - $13.37 Hourly

OPENING DATE: 07/17/18

CLOSING DATE: Continuous

TYPE OF RECRUITMENT: Open Competitive (Part-time)

DESCRIPTION:
The City of Santa Ana is looking for individuals who are results-oriented, possess great attitudes, demonstrate creativity and innovation, work efficiently, show a record of success and have a PASSION for public service. Having the best employees provides the best service to the community.

This is a seasonal, part-time position. Assignment at a City pool will end in September 2018. The incumbent(s) may work up to 20 hours per week. Work schedule is to be determined. This recruitment is open until further notice and can close at any time. Bilingual pay is 1.01/hr, if applicable.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO:
Under general supervision, supervises pool patrons and aquatics programs at various pool facilities in the City of Santa Ana; performs simple clerical tasks and other documentation as necessary; may perform cooperatively in work team activities and perform other related tasks as required.

MINIMUM QUALIFICATIONS:
Any equivalent combination of training and experience which provides the desirable knowledge, skills, and abilities listed below. Possession of a current American Red Cross Lifeguard Training certificate, CPR certificate and First Aid for the Professional Rescuer certificate is REQUIRED. If you do not possess these certificates at the time of application, you may submit them by the oral interview date, if selected.

DESIRABLE KNOWLEDGE AND ABILITIES
Knowledge of: safety guidelines and preventative safety rules of pool environment and basic swim stroke techniques.
Ability to: work with children and adults of all ages and backgrounds; understand and verbally communicate effectively in English to the public; answer questions about a wide range of aquatics subjects; handle a variety of emergency situations specific to aquatic facilities.

Special Requirement: Must be willing and able to work irregular hours, including weekends, holidays, days and evenings, on a regular basis as a condition of employment.

Note: Bilingual fluency in English, Spanish, Vietnamese, Cambodian, Hmong, Korean, or Samoan is highly desirable.

SELECTION PROCESS:
All applicants are required to complete and submit a City application form online and answer the supplemental questions. Resumes or faxed copies will not be accepted in lieu of an original...
Applications must be submitted online.
Click on the "Apply" link located at the top of this page. New users must create an account first. You may visit www.governmentjobs.com for more information.

The Human Resources Department and Parks, Recreation and Community Services Agency will review all applications and those candidates who possess the most pertinent qualifications will be invited for an oral interview by the hiring agency. If you have any questions, please call Erendira Moreno at (714) 571-4285.

The City of Santa Ana is an equal opportunity employer. If you consider yourself a person with a disability, you may contact us regarding providing reasonable accommodation.

APPLICATIONS MAY BE FILED ONLINE AT:
http://www.santa-ana.org
Human Resources, M-24
PO Box 1988
Santa Ana, CA 92702
714-647-5340

Program Leader II (Summer Aquatics) Supplemental Questionnaire

* 1. Do you possess a current American Red Cross in Lifeguard Training certificate? [If so, please attach proof to your application. If you don't have proof at this time, you may submit it by the oral interview date, if invited]
   - Yes
   - No

* 2. Do you possess a current CPR certificate? [If so, please attach proof to your application. If you don't have proof at this time, you may submit it by the oral interview date, if invited]
   - Yes
   - No

* 3. Do you possess a current First Aid for the Professional Rescuer certificate? [If so, please attach proof to your application. If you don't have proof at this time, you may submit it by the oral interview date, if invited]
   - Yes
   - No

* 4. Are you willing and able to work irregular hours, including weekends, holidays, days and evenings on a regular basis?
   - Yes
   - No

* Required Question