



JOB ANNOUNCEMENT

The City of West Plains, an Equal Opportunity Employer, is seeking a qualified candidate to serve as the **Pool Manager** for the upcoming pool season. This is a part-time, non-exempt, seasonal position. Candidates must be able to work varying shifts including early mornings, evenings, weekends, and holidays.

ABOUT THIS POSITION

The Pool Manager is responsible for planning and directing the day-to-day operations of the Aquatic Center for the City of West Plains. Work involves training, supervising, and evaluating staff in the operation of the two outdoor pools during the summer aquatics season, including preparing work schedules and assigning personnel to ensure proper coverage, replenishing pool supplies as needed, and monitoring the performance of staff engaged in lifeguarding and point of sales. Strong customer service skills and a high level of comfort working with the public are essential for success in this position.

PHYSICAL REQUIREMENTS

While performing the essential functions of this job, the candidate must work both indoors and outdoors in extreme weather conditions and be able to sit or stand for extended periods of time while remaining alert and attentive at all times. Candidate also must have the mobility to work in a standard office setting and use standard office equipment.

MINIMUM QUALIFICATIONS

1. Qualifications, Education and Experience
 - a. High School Diploma, GED or equivalent; AND
 - b. Minimum of two (2) years of supervisory or lead work experience; OR
 - c. An equivalent combination of education and experience that qualifies the individual to have the skills to complete the required job duties.
2. Special Qualifications
 - a. Possesses and maintain a valid Missouri Driver's License throughout employment and meets the requirements of the City of West Plains Operation of Vehicles Policy.
 - b. Successful completion of a background check, pre-employment drug screen and physical evaluation required.
 - c. Current lifeguarding instructor certification required.

SALARY AND BENEFITS

- The Pool Manager has an hourly wage of \$20.00.
- A comprehensive benefit package is not offered with this part-time position.

TO APPLY

To be considered for employment, you must submit a completed City of West Plains application. Applications are available online at www.westplains.gov. Completed applications and resumes may be emailed to hr@westplains.gov or delivered in-person to City Hall at 1910 Holiday Lane, West Plains, Missouri 65775. All offers of employment are contingent upon successful completion of all pre-employment or post-offer testing, including but not limited to, drug and alcohol screening and medical examination.