



CLASSIFIED
Job Class Description
Equal Employment Opportunity

MADERA UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
APPROVED MOTION NO. 45-2020/21
DOCUMENT NO. 22-2020/21
DATED 04/15/2021

NEW CLASSIFICATION
PROPOSED TITLE: POOL MAINTENANCE TECHNICIAN

DEPARTMENT/SITE: Maintenance & Operations	SALARY SCHEDULE: Classified Bargaining Unit SALARY RANGE: 29 WORK YEAR: 12 Months (261 Days) FLSA: Non-Exempt
REPORTS TO: Supervisor of Maintenance and Operations	

PURPOSE STATEMENT:

Under the general direction of the Supervisor of Maintenance and Operations, the job of Pool Maintenance Technician was established for the purpose/s of supporting the educational process with specific responsibility for overseeing, maintaining, cleaning and repairing the aquatic facility, co-generation plant, associated building equipment, and the storage and usage areas ensuring an attractive, sanitary and safe swimming pool/facility for students, staff and public; performing a variety of special cleaning and sanitizing operations; assisting in preparing facilities for special events; and complying with health and safety requirements. Independently performs duties using judgment, discretion, and knowledge to evaluate problems quickly and make decisions regarding stopping swim meets or other events for safety reasons. The incumbents in this classification provide the school community with a clean, operational pool facility, which directly supports student learning and achievement.

DISTINGUISHING CHARACTERISTICS

Positions in this class specialize in pool maintenance activities, performing technical work to keep the pool and pool environment safe. This class differs from the other maintenance worker classes, which perform building maintenance work.

ESSENTIAL FUNCTIONS, DUTIES, AND TASKS:

The following alphabetical list of functions, duties, and tasks is typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform other closely related or department-specific functions, duties, and tasks from those set forth below to address business needs and changing business practices.

- Attends unit meetings, in-service training, workshops, and seminars to gather information required to perform job functions.
- Brushes and vacuums pool, keeping debris, bacterial growth, and marks off floors and walls; uses scuba diving equipment and scrubbing gear in the removal of algae from pool surfaces according to established procedures and guidelines.
- Ensures that the pool environment is safe for general use; inspects swimming pools, decks, mechanical equipment (e.g., diving board, starting blocks, emergency equipment) to ensure that pool area is suitable for safe operations, and maintained in an attractive and clean condition, and/or identifies necessary repairs. If situation arises that may impair events and activities or otherwise pose safety risks, notifies others, and suggest alternatives or recommends cancellation or rescheduling.
- Maintains chemical stocks and other supplies to maintain adequate quantities and security of items.
- Maintains cleanliness of pool areas (e.g., swimming pool, pool deck, equipment areas, chlorine and

mechanical room, and storage room) for the purpose of maintaining a sanitary and hazard-free pool; washes, scrubs, and disinfects pool area.

- Maintains records (e.g., chemical logs, hazardous materials inventory, CERS) to provide an up-to-date reference trail and/or complying with mandated requirements; maintains daily pool records as required by the State and County Health Department; reports safety and fire hazards.
- Monitors pool chemical balances, pool temperatures and co-generation operation to ensure that sufficient supplies are available, temperatures are appropriate and facility is in full, safe operating model; maintains aquatic facility (e.g., chemical storage, chemical balance) for the purpose of complying with mandated safety and health requirements.
- Oversees the aquatic facility, co-generation plant, building equipment and chemical storage and usage areas to ensure that all are functioning within established standards and guidelines.
- Performs routine maintenance of filters, pumps, heaters, and other mechanical equipment related to operation of swimming pool according to established schedules; performs minor repairs to equipment and fixtures for the purpose of maintaining a safe operating condition; controls operation of circulating pumps; backwashes filters.
- Test swimming pool water daily for Chlorine, pH, alkalinity, water hardness, and combined chlorine; calibrates chemical controllers to ensure correct levels are kept; add chemicals or adjusts chlorine supply to bring water to predetermined standards of purity and alkalinity.
- Performs other related duties as assigned for ensuring the efficient and effective functioning of the work unit and the District, including various mandatory District trainings.

KNOWLEDGE, SKILLS, AND ABILITIES

(At time of application)

Knowledge of:

- Theory, practices and principles associated with the maintenance, operation and upkeep of swimming pools and pool complexes
- Principles and practices of swimming pool water chemistry and testing
- Pool cleaning techniques including disinfecting and algae control and removal
- Pool and facilities safety procedures with a potential need to upgrade skills in order to meet changing job conditions
- Electrical and plumbing repair techniques and safety precautions
- Federal, State and local laws, codes and regulations relating to pool maintenance and operation
- Basic math, including calculations using fractions, percentages, and/or ratios

Skills and Abilities to:

- Operate scuba diving equipment
- Perform all of the essential duties of the position at a journey-level
- Interpret and explain District swimming pool policies, procedures, rules and regulations to others
- Perform duties with a focus on safety
- Plan and prioritize work in order to meet demanding schedules for use of facilities
- Keep complex technical reports and records to a standard acceptable to regulatory agencies.
- Read a variety of manuals; understand complex, multi-step written and oral instructions; write documents following prescribed formats, and/or present information to others

RESPONSIBILITY:

Responsibilities include: working under limited supervision using standardized procedures; providing information and/or advising others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is a continual opportunity to have some impact on the organization's services.

JOB QUALIFICATIONS / REQUIREMENTS:

(At time of application and in addition to the Knowledge, Skills, and Abilities listed above.)

EDUCATION REQUIRED:

High School diploma or equivalent plus specialized training in pool maintenance required.

EXPERIENCE REQUIRED:

Minimum of three (3) years or equivalent increasingly responsible experience in swimming pool maintenance and operations required. Any equivalent combination of education, training, and experience.

LICENSE(S) REQUIRED:

- Current California Driver's License to drive to pick up parts, equipment, or other needed items quickly.

CERTIFICATIONS AND TESTING REQUIRED:

- Pass the District's applicable proficiency exam for the job class with a satisfactory score
- After offer of employment, obtain:
 - Criminal Justice and FBI Fingerprint Clearance
 - Negative TB test result plus periodic post-employment retest as required (currently every four years)
 - Scuba Diving Certification (within 6 months of employment)
 - Pool Operator Certification (within 6 months of employment)

WORK ENVIRONMENT / PHYSICAL DEMANDS:

(Must be performed with or without reasonable accommodations)

- Work is performed indoors and outdoors in varying weather and humidity conditions
- Involves underwater work with use of scuba and/or snorkeling equipment
- Significant safety considerations exist from unstable or slippery surfaces
- Stand and walk for sustained periods of time, walk up to 400 yards
- Full-body physical labor and handling of medium-to-heavy weight materials, including lift, carry, and move weights of up to 75 pounds on a regular basis; push, pull, and guide materials over 75 pounds
- Coordination of arms, legs, and body coordination and dexterity necessary for swimming
- Flexibility to climb, stoop, kneel, and crouch on a regular basis
- Visual acuity including depth perception
- Hearing and speaking to exchange information in person or on the telephone