



# City of Gonzales



P.O Box 647

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[www.gonzalesca.gov](http://www.gonzalesca.gov)

## City of Gonzales RECREATION LEADER I JOB DESCRIPTION

Pay Rate: \$15.50 - \$18.69  
Job is Seasonal (May – September)

### SUMMARY:

Under general supervision, ensures the cleanliness of the entire pool facility and ensures good customer service for all pool and recreation patrons.

### DUTIES AND RESPONSIBILITIES:

- Maintains cleanliness of the entire pool facility including but not limited to the party shed, office, restrooms, snack bar, chemical room, pool deck and basic pool maintenance.
- Enforces all pool and facility rules and controls the flow of patrons from the main gate.
- Responsible for snack bar including but not limited to selling of prepackaged items, stocking, and cleaning.
- Provides good customer service which includes but is not limited to answering phones, answering questions accurately about all summer recreation activities, registering participants for activities, recording lost and found and first aid.
- Provides safe recreation activities as directed by the Recreation Coordinator.

### MINIMUM JOB REQUIREMENTS:

- Must be at least 16 years of age.
- Must have current certification CPR & First Aid.

### KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Ability to react calmly and effectively in emergency situations.
- Ability to pass a pre-employment physical skills evaluation as stipulated by the department.
- Ability to prepare routine administrative paperwork.
- Knowledge of CPR and First Aid.
- Ability to follow routine verbal and written instructions.
- Knowledge of customer service standards and procedures.

### MUST INCULDE WITH APPLICATION

- Copy of current CPR, First Aid and Lifeguard Certification .

Contact City of Gonzales at 675-5000 or email Jessica Olmedo at [jalbor@ci.gonzales.ca.us](mailto:jalbor@ci.gonzales.ca.us) for an application. Applications can also be printed from <https://gonzalesca.gov/services/human-resources/job-opportunities>