



CITY OF LOS ANGELES

Department of Recreation and Parks CITYWIDE AQUATICS DIVISION



Web Site: www.laparks.org

Email: citywide.aquatics@lacity.org

PARK PROUD LA

SEASONAL PART-TIME JOB ANNOUNCEMENT

SEASONAL POOL LIFEGUARD AIDE

(Class Code: 2476)

This position is exempt from civil service.*

THIS EXAMINATION IS GIVEN TO FILL SUMMER 2024 SWIMMING POOL POSITIONS ONLY

Under close supervision of pool lifesaving staff, the Lifeguard Aide helps to provide for a safe, well supervised, outdoor recreational experience at an Aquatic Facility. Lifeguard Aides will gain experience in leadership, teamwork, aquatic safety skills, and first aid as well as gain relevant experience in lifeguarding. The position provides a pathway to a Pool Lifeguard job by developing job skills, proper work habits, and leadership qualities through work experience.

SALARY: \$18.00/hour (The salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.)

DUTIES: Under close supervision of lifesaving staff lifeguard aide surveys a public swimming pool; prevents patron accidents; may utilize rescue skills to assist swimmers in distress; assists in the delivery of aquatic programs; enforces regulations and codes; and performs related work. The primary responsibility of the lifeguard aide is the safety and protection of pool guests by preventing accidents, and when required, assist swimmers in distress. The lifeguard aide must be alert and take action in enforcing safety rules and ordinances. In an emergency, the lifeguard aide assists the lifeguard in crowd control and other tasks as assigned by the lifeguard. The lifeguard aide may be required to work day and evening hours including weekends.

As a condition of employment, a lifeguard aide must successfully complete the Lifeguard Aide Training program, attend all in-service trainings and must work a minimum of 20 hours (does not include paid training time such as orientation; HO, CPTO/VC or SK Hours) between Opening Day and Labor Day in order to continue employment with Citywide Aquatics after Labor Day.

REQUIREMENTS:

- EXPERIENCE:** Candidate must have previously participated in a City Aquatic Program including but not limited to Junior Lifeguarding, Aquatic Team Sports, or completed Intermediate Level Swim Lessons.
- AGE:** 16 years of age by June 1, 2024. A valid government issued photo identification card (ID) must be presented at the time of test (on hand) to be admitted. (See Section # 6: Documents - Department of Homeland Security for types of acceptable identification to bring on the test date.)
- MEDICAL:** City medical exam may be required.
- COVID-19 REQUIREMENTS:** Candidates seeking initial City employment, in accordance with Los Angeles City Ordinance 187134, information regarding COVID-19 vaccination requirements as conditions of employment may be found at: https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf (Download PDF reader).
- DOCUMENTS:** DEPARTMENT OF HOMELAND SECURITY: All new city employees must show satisfactory proof of identity and a legal right to work in the United States.
If you have ONE document from CATEGORY A, you will need no further documentation.
 - Documents that show both identity and employment eligibility:
U.S. Passport, Alien Registration Receipt Card (Form I-551, Permanent Resident Card, or Unexpired Employment Authorization Document that contains a photograph (Form I-766, I-688, I-688A, I-688B).**If you DO NOT have documentation from CATEGORY A, you need one document EACH from Categories B and C.**
 - Documents that show identity only:
Valid Driver License, D.M.V. ID Card, Current School ID with photograph, U.S. Military Card, Draft Record or Military Dependent's ID Card.

C. Documents that show employment eligibility only:

Social Security Card, Original Copy of U.S. Birth Certificate by a government agency with a seal, U.S. Citizen ID Card, or I.N.S Employment Authorization Document.

All names and initials MUST match exactly when presenting one document from CATEGORY B and CATEGORY C. This includes, but is not limited to: spelling, titles, initials and surnames. Documents with missing information will NOT be accepted. All documents must be on hand at the mandatory employee processing meeting held on a date after the lifeguard aide test.

6. **SELECTION:** Candidates will be contacted via email from the eligibility list to attend a part-time orientation. At that time, candidates will be provided information on fingerprinting and security clearance, appointments for City Medical Exam, and Lifeguard Aide Training Dates.
7. **LIFEGUARD AIDE TRAINING:** New applicants selected for appointment will be required to successfully complete the paid 20 hour Lifeguard Aide Training program as well as additional paid in-service training.

*****IMPORTANT INFORMATION*****

IN ORDER TO BE CONSIDERED FOR THIS POSITION, ALL CANDIDATES MUST:

- Contact the Pool Manager at your local City of Los Angeles swimming pool and inform them that you would like to take the Lifeguard Aide Swim Test, which consists of a 100 yards continuous swim. The swim test must be completed by close of business on March 16, 2024.
- You will receive an assessment card stating that you have passed the 100 yard swim from the pool manager.
- Complete the Lifeguard Aide application, which includes uploading a picture of the assessment card by March 16, 2024. Apply online at <https://bit.ly/cwaspla>
- Attend the Lifeguard Aide paperwork processing appointment listed below:

DATE: TBD

TIME: 9:00 AM

LOCATION: Citywide Aquatics Headquarters
3900 Chevy Chase Drive
Los Angeles, CA 90039

CORRESPONDENCE AND UPDATES WILL BE SENT VIA EMAIL. We strongly advise applicants to add citywide.aquatics@lacity.org to your e-mail address book/contacts and/or safe list, to ensure receipt of notifications and to check your junk/spam email folder regularly. Should any of your contact information change, including mailing address, please notify Citywide Aquatics.

FOR MORE INFORMATION CALL OR EMAIL CITYWIDE AQUATICS
Call (323) 906-7953 or Email: citywide.aquatics@lacity.org

*This position is an exempt, at-will position. The incumbent will not accrue any civil service tenure, contractual employment rights, or due process rights. The incumbent may be removed, without finding of cause, by the hiring authority.

The City of Los Angeles does not discriminate on the basis of race, religion, national origin, sex, age, marital status, sexual orientation, gender identity, gender expression, disability, creed, color, ancestry, medical condition (cancer), or Acquired Immune Deficiency Syndrome. Applicants or employees who believe that they have been discriminated against are encouraged to contact the Office of Discrimination Complaint Resolution at (213) 473-9123. For candidates seeking initial City employment, in accordance with Los Angeles City Ordinance 187134, information regarding COVID-19 vaccination requirements as conditions of employment may be found at: https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf (Download PDF reader).

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