

# CITY OF UPPER SANDUSKY

## MUNICIPAL OFFICES

119 North Seventh Street

Upper Sandusky, OH 43351

Telephone 419-294-3862 Fax 419-294-6767

### HELP WANTED

### POOL MANAGER

The City of Upper Sandusky is accepting applications for the seasonal position of Pool Manager for the Municipal Swimming Pool.

#### GENERAL DESCRIPTION

Responsible for the operation of the municipal swimming pool, including but not limited to: direct or indirect supervision of personnel, scheduling of employees and aquatic programming (swim lessons, swim meets, pool parties, etc.); monitoring water quality and completion of required paperwork; prepare and maintain financial and payroll reports; maintains pool area, ensures all facility rules and regulations are enforced for the safety of the patrons and employees.

Applicants must have a high school diploma or GED and possess a valid Ohio driver's license.

Applications, and a copy of the full job description, can be picked up at the City's Water Office from 8:00 a.m. – 4:30 p.m., Monday through Friday. Applications must be returned by February 22, 2021. Contact the Human Resources office at 419-731-2131 with questions. The City is an Equal Opportunity Employer.