



## 2021 POOL COMPLEX STAFF APPLICATION

**EMPLOYMENT DATES:**

Full Pool Season: May 29th - September 12<sup>th</sup>  
Swim Instructor Season: July 6<sup>th</sup> – August 6<sup>th</sup> (Day Camp Dates)

**POSITIONS**

Position	Ages	Total Hours	Dates	Additional Information
<b>Lifeguard Full-Time</b>	16 yrs & Older	40 hrs per week	June 28 <sup>th</sup> – August 22 <sup>rd</sup> *	Hours are guaranteed during permanent schedule.
<b>Lifeguard Part-Time</b>	16 yrs & Older	Varies – up to 40 hrs per week	Pre-Season: May 29 <sup>th</sup> – June 27 <sup>th</sup> Post Season: Aug 23 <sup>th</sup> – Sept 12 <sup>th</sup>	Required to work a minimum of 20 shifts. Fill in shifts available June 29 <sup>th</sup> – Aug 20 <sup>th</sup>
<b>Swim Instructor</b>	16 yrs & Older	Monday-Friday 40 hrs per week	July 6 <sup>th</sup> – August 6 <sup>th</sup> *	Additional lifeguarding shifts required including weekends. <b><u>Must be able to work entire camp season.</u></b>
<b>Swim Instructor Aide</b>	15 yrs old	Monday-Friday 40 hrs per week	June 28 <sup>th</sup> – August 6 <sup>th</sup>	Must attend all camp days.
<b>Cashier</b>	15 yrs & Older	40 hrs per week	May 29 <sup>th</sup> – September 12 <sup>th</sup>	Flexible schedule. No certifications required.
<b>Maintenance</b>	16 yrs & Older	35 hrs per week	May 29 <sup>th</sup> – September 12 <sup>th</sup>	Flexible schedule. No certifications required.
<b>Assistant Pool Manager/ Head Lifeguard</b>	21 & Older	40+ hrs per week	May 29 <sup>th</sup> – September 12 <sup>th</sup>	Resume Required
<b>Early Morning Lifeguard</b>	18 yrs & Older	Monday-Friday 6am-9am 15 hrs per week @ increased salary	June 1 <sup>st</sup> – August 20 <sup>th</sup>	Main pool lap lanes only. Limited availability. Guards may do Early Morning and Full/Part Time Shifts
<b>Extended Season Lifeguard</b>	15 yrs & older	Monday – Sunday 11 AM to 3PM	August 23 <sup>rd</sup> – September 12 <sup>th</sup>	4 hour shifts Mon – Fri 7 hour shifts Sat & Sun Main pool lap lanes only.

\* **Full-Time Lifeguards & Swim Instructors are expected to be available to work fill-in shifts outside of these date ranges. This includes select weekends and holidays such as Memorial Day, July 4<sup>th</sup>, & in some cases, Labor Day.**

*Anyone applying for a Lifeguard or Swim Instructor position must hold current certifications or be registered in a Lifeguarding and CPR for the Professional Rescuer/First Aid course to be held prior to Pool Complex opening. Any offer of employment is contingent upon successful completion of this course.*

**SALARY**

The following is a salary range for each position (hourly rate.)

Lifeguards/Swim Instructors: \$14.00 - \$17.00

Cashier/Maintenance: \$14.00 - \$16.00

Instructor Aide: \$754 total for Day Camp season

Assistant Pool Manager/Head Lifeguard: Negotiable, based on experience.

Early Morning/Extended Season Lifeguard: (August 23<sup>rd</sup> – September 12<sup>th</sup>) \$15.00 +

**PROCEDURE**

- A. Fill out the attached application COMPLETELY.
- B. Please **DO NOT** attach copies of lifeguard certifications or working papers to application. If contacted for an interview, the applicant should provide these documents at that time. Applicant should indicate which certifications they hold by completing the appropriate section on application. Letter(s) of reference **MAY** be attached to application, but are not required.
- C. After you have completed the application, submit to:  
Scarsdale Parks, Recreation and Conservation Department, 1001 Post Road, Attention: POOL EMPLOYMENT
- D. The Scarsdale Parks, Recreation and Conservation Department will begin reviewing pool applications in March. **Pool positions are limited. Due to the volume of applications received, not all applicants will be contacted for an interview.** Select applicants will be contacted only if a position is available.



# Scarsdale Pool Complex Staff Application 2021

**APPLYING FOR:**  Assistant Pool Manager     Head Lifeguard     Lifeguard     Part-Time Lifeguard  
 (mark all that apply)     Early Morning Lifeguard     Swim Instructor     Swim Instructor Aide  
 Extended Season Lifeguard (8/23-9/12)     Cashier     Maintenance

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Street City State Zip Code  
 Email: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
 Birth Date: \_\_\_\_\_ Age: \_\_\_\_\_ Male: \_\_\_\_\_ Female: \_\_\_\_\_

**EDUCATION:**

Education	Name of School	Current Year or Last Year Completed	Year Graduated	Degree Received or Current Major
High School		1 2 3 4		
College		1 2 3 4		
Post College		1 2 3 4		

**PREVIOUS EMPLOYMENT & EXPERIENCE:**

List PAID Experience

<u>Organization</u>	<u>Titles</u>	<u>Type of Work/Duties</u>	<u>Dates To/From</u>	<u>Employer</u>	<u>Phone Number</u>
1. _____					
2. _____					

List any VOLUNTEER experience or experience with children (ie. Teaching/tutoring, recreation, babysitting, etc.)

1. _____					
2. _____					

**REFERENCES:**

If in school, include name of Dean or Advisor. Current and/or former pool employees may be used for a maximum of one (1) reference.

<u>Name</u>	<u>Address</u>	<u>Relationship</u>	<u>Phone Number</u>
1. _____			
2. _____			
3. _____			

Continue on reverse side



**INFORMATION:**

**Do you hold a current Lifeguarding certification?** Yes\_\_\_ No\_\_\_ **Do you hold a current WSI certificate?** Yes\_\_\_ No\_\_\_

If yes, indicate which one, the expiration date and when you received it \_\_\_\_\_

**Have you had any past convictions or current charges concerning a crime involving children?** Yes\_\_\_ No\_\_\_

If yes, please explain \_\_\_\_\_

**Are you presently applying for another position with the Village (including Day Camp)?** Yes\_\_\_ No\_\_\_

If Yes, Please indicate what position: \_\_\_\_\_

**Have you worked for the Village of Scarsdale in any other capacity in the past?** Yes \_\_\_ No\_\_\_

If Yes, Please indicate what position. \_\_\_\_\_

**What days and times are you available to work?**

Mon\_\_\_\_\_ Tues\_\_\_\_\_ Wed\_\_\_\_\_ Thurs\_\_\_\_\_ Fri\_\_\_\_\_ Sat\_\_\_\_\_ Sun\_\_\_\_\_

**How many hours a week are you available to work during the summer?** \_\_\_\_\_

**What dates are you available from 5/29 through 9/12?** \_\_\_\_\_

**\*IF UNDER 18, YOU MUST HAVE WORKING PAPERS TO BE EMPLOYED**

Obtain through high school nurse – **do not attach** working papers to this form. Provide at time of interview if contacted.

**ALL THE ABOVE STATEMENTS ARE TRUE** \_\_\_\_\_ Date:\_\_\_\_\_   
Applicant Signature

----- **FOR OFFICE USE ONLY** -----

**Comments:**

\_\_\_\_\_  
\_\_\_\_\_

**Special request of applicant:**

\_\_\_\_\_

**Reference Check:** Reference \_\_\_\_\_ Re-hire \_\_\_\_\_ Director/Manager Knows \_\_\_\_\_

**Evaluation:**

Position Hired As: \_\_\_\_\_

Waiting List: \_\_\_\_\_ Not Hired: \_\_\_\_\_

Comments: \_\_\_\_\_

**Signature of Interviewer** \_\_\_\_\_ Interviewed on: \_\_\_/\_\_\_/\_\_\_