

**JOB OPPORTUNITY  
NON-APPROPRIATED FUND (NAF) POSITION**

**ANNOUNCEMENT NO:** 15-273

**POSITION TITLE:** Lead Recreation Assistant (Lifeguard), NF-0189-02  
Regular Full-Time w/Benefits

**SALARY:** \$13.30 per hour

**LOCATION:** Andersen Pool  
36th Force Support Squadron  
Andersen Air Force Base, Guam

**RELOCATION EXPENSE:** Not authorized

**AREA OF CONSIDERATION:** Open to all

**OPEN DATE:** 08 July 2015

**CLOSING DATE:** Open until filled  
**FIRST CUT-OFF:** 15 July 2015

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**INTRODUCTION:** This position is located at the Andersen Pool, 36th Force Support Squadron, Andersen Air Force Base Guam.

**SUMMARY OF DUTIES:** Assist with the operation of the pool, oversees the work of assigned lifeguards & monitors compliance with facility policies. Assists with scheduling of employees. Assists with the operation of the pool, its filtration system, water balance, pool chemistry and performs water tests. Under direction of supervisor, employ safety rules for the protection of the guest Responsible for life guarding guests in attendance at the assigned aquatic facility. Rescues swimmers and administers first aid as required. Responsible for assisting in the conduct of aquatic swimming and water survival training according to TC 21-21. Attend aquatics and/or safety training as directed. Ensures maintaining pool and area is clean and free from any hazards. Provides information to swimmers regarding safety rules and procedures. Tactfully warns patrons who repeatedly disregard safety rules, and follow facility Standard Operating Procedures for disciplinary actions. Assist in coaching or preparing the competitive and non-competitive swimming programs as required. Maintains daily logs and records as required. May be assigned to irregular duties or when needed for special recreational events and related requirements. Work hours may involve weekend, weekdays and holidays. Responsible as a swimming pool lifeguard to perform rescue work, promptly renders CPR for emergency first aid, and calls for medical assistance as necessary. Supervises swimmers for safety and crowd control. Enforces safety and pool regulations. Promptly reports safety hazards to supervisor. Completes incident reports and assists in maintaining routine documents and reports. Responsible for the cleanliness of the buildings and the grounds at the pool areas. Responsible for vacuuming, skimming, and routine pool maintenance. May operate water pumps and control chemical additives to ensure pool water meets specified standards. May apply disinfectant to showers, floors, and decks. May check I. D. cards for authorized patrons and collect usage fees, if applicable. Attend aquatics and/or safety training as directed. Ensures maintaining pool and area is clean and free from any hazards. Provides information to swimmers regarding safety rules and procedures. Tactfully warns patrons who repeatedly disregard safety rules, and follow facility Standard Operating Procedures for disciplinary actions. Assist in coaching or preparing the competitive and non-competitive swimming programs as required. Maintains daily logs and records as required. May be assigned to irregular duties or when needed for special recreational events and related requirements. Receives, stores, and issues sports equipment and supplies.

Operates cash register and receive payments. Work hours may involve weekends, weekdays, nights, and holidays. Performs other related duties as assigned.

**MINIMUM QUALIFICATIONS:** Must have at least 1 year experience in recreation activities of which six months is experience as a pool lifeguard. Must have an approved and current nationally recognized certification as a lifeguard as well as basic first aid and CPR certification. In addition, skill in the use and maintenance of pool equipment is desired. Dexterity to handle a person in the water who may panic or be unconscious. Understanding of and ability to enforce rigid safety regulations to ensure maximum protection of swimmers. Ability to use equipment to take pool readings. National and state background checks are required for positions that involve working with youth programs.

**HOW TO APPLY:** Open to all interested applicants. Submit NAF Employment Application or resume to NAF Human Resources Office, Bldg 203 Halsey Drive, Nimitz Hill, Piti, Guam. Current NAF employees may apply by submitting an "Internal Application" (NAFHRO FM-01) to the NAF Human Resources Office (NAF HRO). Applications may also be submitted via email to [M-GU-JRM-NAFHRO-N9@fe.navy.mil](mailto:M-GU-JRM-NAFHRO-N9@fe.navy.mil). We reserve the right to close this position without further announcement. **All applications MUST be submitted to the NAF HRO by closing date on the announcement in order to be considered. Due to volume of applications received, applicants may not be notified of non-selection.**

Application packages may be obtained via our webpage at [www.experienceguam.org/jobs](http://www.experienceguam.org/jobs). For those claiming hiring preferences, please contact our office or visit our website for required documents:

**Military Spouse Preference:** Submit MSP form with sponsor's PCS orders.

**Veteran's Preference:** Submit Veteran's Preference form and DD-214, Member Copy 4.

Some positions have special requirements. In these cases selection is tentative pending satisfactory completion of these requirements. Applicants may be required to provide proof of education, etc. All selections are contingent upon the obtaining satisfactory employment reference checks.

We are an E-Verify participant.

The Department of Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should email them to: [M-GU-JRM-NAFHRO-N9@fe.navy.mil](mailto:M-GU-JRM-NAFHRO-N9@fe.navy.mil) to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case-by-case basis.

**PRIVACY ACT STATEMENT FOR NAF APPLICANTS:** "Authority to request this information is derived from 5 U.S.C. 301, Departmental Regulations. The purpose of this information is to determine the qualifications, suitability, and availability of applicants for employment with a NAF activity, and of current employees for reassignment, reinstatement, transfer, or promotion. The information will be used to assess qualifications, entitlement, and overall employment suitability. Completion of information on this form is voluntary. Failure to provide this information may prevent you from receiving full consideration for the position you seek."