

<b>NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION</b>
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Job Title:	Pool Mechanic	Range:	37
Date Revised:		Date Approved:	April 8, 2003

**PRIMARY PURPOSE**

This position is responsible for adjusting, repairing, and maintaining pool, pool equipment, and surrounding facilities.

**ESSENTIAL FUNCTIONS**

*Examples of essential functions are interpreted as being descriptive and not restrictive in nature.*

1.	Inspects, adjusts, repairs and maintains pool pumps, circulation and filtration equipment and related machines; repairs or replaces parts, motors or equipment.
2.	Conducts chemical tests to maintain proper water balance as required by local health department; records and adjusts chlorine levels and acidity of water on a regular basis.
3.	Inspects pressure gauges and mechanical equipment to assure proper functioning; inspects and repairs electric and hydraulic valves and controls.
4.	Coordinates pool hours schedule with athletic coaches; determines whether pool can be safely used and authorizes closures until problems can be resolved.
5.	Performs preventive maintenance on pool equipment to assure operative condition.
6.	Maintains supply and part inventory and order parts, materials and supplies as necessary.
7.	Maintains records and logs related to pool operation and maintenance as required.
8.	May assist in maintaining pool and surrounding area.
9.	Learns and applies emerging technologies and advances as necessary to perform duties in an efficient, organized, and timely manner.
10.	Participate in District/College efforts to increase the diversity of faculty and staff and to address student achievement gaps; active assistance in the creation of a welcoming and inclusive work and educational environment; attend and participate in diversity, equity and inclusion trainings and events.
11.	Performs related duties as assigned.

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**OTHER FUNCTIONS**

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**WORKING RELATIONSHIPS**

The Pool Mechanic maintains frequent contact with the Maintenance and Athletics departments and personnel, athletics coaches and students.

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**EDUCATION AND EXPERIENCE**

Minimum Qualifications

High school diploma or GED

Minimum (1) one year experience in the general maintenance and operation of swimming pools  
Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff. The applicant must be able to demonstrate how their experience with these factors relates to successfully achieving the goals of the position.

Desirable Qualifications

Prior experience in approaching work and interactions with colleagues and/or students in an equity minded manner. Ability to provide an inclusive and welcoming work/educational environment.

**KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of use and application of pool chemicals and tests  
Knowledge of basic plumbing and electrical methods  
Knowledge of pool safety and health regulations  
Knowledge of materials, equipment, terminology and methods used in pool maintenance duties  
Ability to operate pool cleaning equipment in a safe manner  
Ability to clean and maintain swimming pools in a safe and sanitary condition  
Ability to plan, organize and prioritize work  
Ability to meet schedules and time lines  
Ability to analyze situations accurately and adopt an effective course of action  
Ability to understand and follow oral and written directions  
Ability to establish and maintain effective working relationships with others

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**SPECIAL REQUIREMENTS**

A valid California Driver's License  
Certification as a Pool Technician

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**TRAINING REQUIREMENTS**

Hazard Communication  
Industrial Truck/Forklift Certification  
Lockout/Tagout  
Respiratory Protection  
Utility Cart Certification

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**WORKING CONDITIONS**

Outdoor environment; traveling from site-to-site; subject to adverse weather conditions; subject to lifting (up to 50 pounds unassisted), climbing, digging, pulling, pushing, and exposure to chemical fumes; bending and standing.

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