

**Henderson Municipal Pool  
Application For Employment**

Date \_\_\_\_\_

Phone Number \_\_\_\_\_

Name \_\_\_\_\_

Cell Phone \_\_\_\_\_

Present Address \_\_\_\_\_

Permanent Address \_\_\_\_\_

E-mail \_\_\_\_\_  
(Please use an email address that gets checked on a regular basis)

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**EMPLOYMENT DESIRED**

Position \_\_\_\_\_

Date You Can Start \_\_\_\_\_

Date You Will End Season \_\_\_\_\_

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**FORMER EMPLOYERS**

Please list any former employers (Include position held, salary, reason for leaving.) You may also list any references that have a relationship to this job.

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THE HENDERSON POOL ACCEPTS APPLICATIONS WITH THE "BASIC REQUIREMENT" OF COMPLETION OF RED CROSS LIFEGUARD TRAINING. WE WOULD ALSO LIKE TO KNOW YOUR REASONS FOR DESIRING THIS POSITION.

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Please list any camps, vacations, leagues, classes, jobs that will conflict with the summer schedule.

TYR Suit Size XS - XL \_\_\_\_\_

YOU WILL BE NOTIFIED FOR A PERSONAL INTERVIEW

ANGIE BERGEN, HENDERSON POOL MANAGER

## HENDERSON POOL EMPLOYEE AGREEMENT

This agreement briefly outlines some of the expectations we require of the swimming pool employees. They are by no means inclusive and may be altered or omitted by the Manager with due notice to employees. There may also be some additions, with notice, of other expectations throughout the course of your employment with us. This is to briefly give you an idea of what we expect from you. Please read and sign at the indicated place if you agree to abide by these expectations to the best of your ability. If you have any questions, please ask Angie, Nora or Anne.

1. Lifeguards will wear the required suit while on duty.
2. Visible tattoos must be approved by the manager. All other tattoos must not be visible on duty.
3. Employees will be paid an hourly rate based on experience and certifications. Pay schedule will be posted on the bulletin board. The City Clerk does the payroll, managers have no control over payroll.
4. All pool employees are required to help with the daily and weekly cleaning of the bathhouse and pool. **EVERYONE IS EXPECTED TO DO EVERY JOB!**
5. All employees will be required to do their fair share of helping with any special event at the pool.
6. All permanent staff guards must be at least 16 years old. They must be currently certified for Lifeguarding, CPR for the Professional Rescuer and First Aid.
7. All guards must expect to work days, evenings, holidays and weekends. Full-time guards will receive two days off per week, however these days will most likely not be consecutive.
8. Guards will be given an opportunity to ask for specific days off each month. Once the schedule is set, guards are allowed, **with the approval of a manager**, to trade with other guards or get a sub from our list of guards. Reasonable vacations are allowed upon approval (ahead of time) of the Pool Manager. If you are unable to find a sub once the schedule is final, **you will be expected to work that shift**. The only exceptions to this will be illness or an emergency.
9. All concession bills need to be paid at least once a month and before the end of the season or your paycheck may be held.
10. All guards will be required to attend the orientation meeting prior to the opening of the pool. You will also be required to attend monthly lifeguard meetings which will include skill review and conditioning swims.
11. All guards will be evaluated mid-season and at the end of the summer on their job performance. These evaluations will have a large impact on continued or future employment.
12. All cell phones will be turned off or left in your car during working hours. The pool phone is available if anyone needs to reach you. Personal calls should be kept to a minimum.
13. Lifeguards are hired on a year-to-year basis. Everyone must apply for their jobs each year in order to be considered for employment.
14. We need six guards to have the pool open. Please consider your summer commitments and respond on your application as to events that will conflict with your work schedule. We want to be fair to everyone and your availability will reflect on your schedule.

I have read and agree to abide by these expectations to the best of my ability. I understand refusal or failure to do so could result in my disqualification from or termination of employment with the City of Henderson.

Signature \_\_\_\_\_ Date: \_\_\_\_\_