

**VILLAGE OF ADA – NOW HIRING
POOL MANAGER | \$18.50 PER HOUR**

The Village of Ada is accepting applications for the seasonal, part-time position of **Pool Manager** for the Village swimming pool.

The Pool Manager is responsible for the overall supervision and daily operation of the municipal swimming pool, including supervising and scheduling lifeguards and cashiers, coordinating swimming activities and classes, maintaining a safe environment for patrons and employees, testing and monitoring pool water, maintaining required records, handling deposits, ordering supplies and inventory, assisting with equipment maintenance, and addressing personnel matters as necessary.

•Qualifications & Certifications include:

- High school diploma or GED
- Prior managerial or supervisory experience
- Knowledge of swimming pool chemicals and pool operations
- Basic mechanical and maintenance abilities preferred
- Strong organizational, recordkeeping, customer service, and public relations skills
- Ability to accurately receive and handle money
- Ability to work independently, meet deadlines, and respond on short notice
- Valid Ohio driver's license and ability to maintain insurability under the Village's vehicle insurance policy
- Required first aid/CPR and related safety certifications
- Certified Pool Operator or Aquatic Facility Operator certification preferred
- Water Safety Instructor and Lifeguard Trainer certifications preferred
- ServSafe Manager/Responsible Person in Charge Certification
- Must reside within approximately 25 miles of Ada

Wage: \$18.50 per hour

The successful candidate should be self-motivated, responsible, dependable, organized, safety-conscious, and comfortable working with employees and the public.

Interested candidates are encouraged to apply with the **Village of Ada**.

The Village of Ada is an Equal Opportunity Employer.

Accepting Applications until October 14th or until the position is filled.

Applications can be submitted online at: <https://www.adaoh.gov/form/employment-application>