

## **SOUTHWESTERN COMMUNITY COLLEGE DISTRICT**

**CLASS TITLE: POOL MAINTENANCE TECHNICIAN**

### **SUMMARY DESCRIPTION**

Under the direction of the Facilities and Fleet Maintenance Manager perform skilled work in the maintenance and repair of pool equipment; assure proper functioning and safe conditions of pool; perform semi-skilled trade work in installing, maintaining and repairing plumbing fixtures and electrical equipment.

### **REPRESENTATIVE DUTIES**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

1. Perform skilled work in the operation, maintenance, and repair of pools and related systems; assure functional and safe conditions; perform regular maintenance tasks such as brushing and vacuuming pools; clean tile, pool, deck and walk; coordinate and schedule cleaning/maintenance activities to avoid conflicts with pool usage. **E**
2. Conduct chemical tests of water; record and adjust chlorine, pH, alkalinity, and other factors using appropriate chemicals; check and adjust chemical feeders; check water temperature and regulate as necessary. **E**
3. Check pressure gauges and mechanical equipment of pools to assure proper functioning; inspect and repair electric and hydraulic valves and controls; maintain filters, feeders, and pump equipment. **E**
4. Operate various pool maintenance equipment and tools; perform preventive maintenance on pool equipment; disassemble, repair and rebuild chlorinators, feeders, and motors as necessary to maintain operative condition; drain pool and perform acid washes as needed. **E**
5. Prepare cost estimates for repair and order materials as needed; maintain inventory control over material received and used; maintain all logs and work orders update to date. **E**
6. Maintain and repair gas leaks on boilers in pool and various campus locations; repair water heaters and special appliances as needed. **E**
7. Perform semi-skilled maintenance and repair work in the plumbing trade; install plumbing fixtures, rebuild plumbing valves, clear stoppages, troubleshoot problems, perform preventive maintenance and operate related hand tools and equipment. **E**
8. Repair, install, service and maintain various electrical and pneumatic systems; install or replace wiring, switches, outlets, relays, control components, and lighting; replace fuses as needed; participate in lighting program; install and repair lamps, ballasts, and covers (electrical voltage cannot exceed 220 volts). **E**
9. Perform a variety of general building maintenance duties related to the maintenance, repair, and cleaning of all District buildings and facilities and related systems and components including mechanical, electrical, plumbing, HVAC (filters, condenser coil cleaning, belts), locksmith, painting, and carpentry duties; provide assistance to skilled trade or craft workers and/or lead workers. **E**
10. Respond to public inquiries in a courteous manner; provide information within the area of assignment; resolve complaints in an efficient and timely manner. **E**
11. Work effectively with outside contractors and vendors; research and identify sources for chemicals and other supplies; review invoices and purchase orders and ensure deliveries correspond with purchased materials. **E**

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12. Keep current Safety Data Sheets for all chemicals used for pool maintenance; clean up spills and limit chemical clean ups to no more than 5 gallons. **E**
13. Participate in roof maintenance program; inspect condition of roofs; perform minor repairs on rooftops including patching holes; repair roof drains; clean out drain gutters. **E**
14. Perform related duties and responsibilities as required.

**KNOWLEDGE AND ABILITIES**

**Knowledge of:**

Materials, equipment, terminology, and chemicals used in the operation and maintenance of swimming pools.

Water chemistry including sampling, testing, and adjusting pool water according to established pool and safety standards.

Maintenance and operations of pool systems including pumps, chemical feeders, filtration systems, and control systems.

Health and safety regulations related to pool operations; codes and regulations related to assigned activities.

Methods, materials, tools, and equipment used in general building and facility maintenance, construction, and repair.

Operational characteristics of maintenance, construction, and repair equipment and tools.

General building maintenance and repair principles and practices.

Basic mathematical principles.

Codes and regulations related to area of assignment.

Occupational hazards and standard safety practices.

Proper methods of storing equipment, materials, and supplies.

Basic inventory control practices, methods, and record-keeping techniques.

Methods of storing equipment, materials, and supplies.

**Ability to:**

Independently perform maintenance and repair of pools to ensure proper functioning and safe conditions.

Sample, test, and adjust water chemistry to comply with established safety and operational standards.

Perform a full range of general maintenance and construction duties related to the maintenance, repair, and cleaning of District buildings and facilities and related systems and components

Create schedules and plans; monitor Computer Maintenance Management Software program.

Plan and organize assigned functions, services, and workflow to meet schedules and timelines.

Operate and use a variety of building maintenance equipment, supplies, and materials in a safe and effective manner.

Read, interpret, and work from blueprints, shop drawings and sketches.

Maintain stock and order records, physical inventory, and determination of minimum and maximum stock levels.

Learn, interpret, and apply rules, regulations, policies, and procedures related to pool and facility maintenance.

Work independently in the absence of supervision.

Operate District vehicles, observing legal and defensive driving practices.

Ensure adherence to safe work practices and procedures; utilize safety equipment such as respirators.

Maintain basic records.

Perform basic shop mathematics.

Move heavy objects and perform heavy manual labor.

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Work cooperatively with other maintenance staff.  
Understand and follow oral and written instructions.  
Work with and exhibit sensitivity to and understanding of the diverse racial, ethnic, disabled, sexual orientation, and cultural populations of community college students.  
Communicate clearly and concisely, both orally and in writing.  
Establish and maintain effective working relationships with those contacted in the course of work.

**EDUCATION AND EXPERIENCE**

Any combination equivalent to: Graduation from high school **AND** three (3) years of experience in the operation and maintenance of commercial pools.

**LICENSE OR CERTIFICATE**

Current Pool Operator or Aquatics Facilities Operator certification.  
Hazmat Certification related to signing manifest and handling chemicals.  
Valid California driver's license and a safe driving record to drive a District or personal vehicle.

**DISTRICT VALUES**

Incumbents in District positions are expected to exhibit an equity-minded focus, responsiveness, and sensitivity to and understanding of the diverse academic, socioeconomic, cultural, gender identity, sexual orientation, and ethnic backgrounds of community college students, and employees, including those with physical or learning disabilities, and successfully foster and support an inclusive educational and employment environment.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

**Environment:** Work is performed in both indoor and outdoor environments; travel from site to site; work with machinery; work at heights; work in confined spaces; exposure to electrical energy, noise, dust, grease, smoke, fumes, noxious odors and gases; work and/or walk on various types of surfaces including slippery or uneven surfaces.

**Physical:** Primary functions require sufficient physical ability and mobility to perform moderately strenuous manual labor; to stoop, bend, kneel, climb ladders, crawl, crouch, reach, and twist; to work in and near water; to lift, carry, push, and/or pull light to moderate amounts of weight; walking or standing for prolonged periods of time; dexterity of hands and fingers to operate specialized hand and power tools and equipment; operate assigned equipment and vehicles; and to verbally communicate to exchange information.

**Vision:** See in the normal visual range with or without correction.

**Hearing:** Hear in the normal audio range with or without correction.

**Hazards:** Chlorine, acids and other chemicals involved in pool maintenance.

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