POOL MECHANIC
JOB #FCC650
$3,436 - $4,161 per month
(The District pays employee's portion of PERS retirement contribution)

DATE POSTED: May 15, 2009
CLOSING DATE: June 1, 2009
POSITION LOCATION: Fullerton College - Physical Plant/Facilities
SCHEDULED SHIFT: 6:00 a.m. - 2:30 p.m., Monday through Friday
(STARTING DATE: As soon as possible

TYPICAL DUTIES
This position is responsible for adjusting, repairing, and maintaining pool, pool equipment, and surrounding facilities. Inspect, adjust, repair and maintain pool pumps, circulation and filtration equipment and related machines; repair or replace part, motors or equipment. Conduct chemical tests to maintain proper water balance as required by local health department; record and adjust chlorine levels and acidity of water on a regular basis. Inspect pressure gauges and mechanical equipment to assure proper functioning; inspect and repair electric and hydraulic valves and controls. Coordinate pool hours schedule with athletic coaches; determine whether pool can be safely used and authorize closures until problems can be resolved. Perform preventive maintenance on pool equipment to assure operative condition. Maintain supply and part inventory and order parts, materials and supplies as necessary. May assist in maintaining pool and surrounding area. Learn and apply emerging technologies and advances as necessary to perform duties in an efficient, organized, and timely manner. Perform related duties as assigned.

QUALIFICATIONS
Education and Experience: High school diploma or equivalent. Minimum (1) one year experience in the general maintenance and operation of swimming pools

Certification Requirements: At the time of hire, the applicant must possess a valid California Driver License and Certification as a Pool Technician.

The following certifications must be obtained after hire: A valid forklift certification, a valid electric cart certification, Hazard Communication, Industrial Truck/Forklift Certification, Lockout/Tagout, Respiratory Protection, and Utility Cart Certification.

Knowledge of: Use and application of pool chemicals and tests; basic plumbing and electrical methods; pool safety and health regulations; materials, equipment, terminology and methods used in pool maintenance duties.

Ability to: Operate pool cleaning equipment in a safe manner; clean and maintain swimming pools in a safe and sanitary condition; plan, organize and prioritize work; meet schedules and time lines; analyze situations accurately and adopt an effective course of action; understand and follow oral and written directions; establish and maintain effective working relationships with others.
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.

WORKING RELATIONSHIPS

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

APPLICATION PROCEDURE

- **DISTRICT CLASSIFIED APPLICATION REQUIRED**
  
  → Applicants **must** answer all questions in the “General Information” section of the application on page 3 and **must sign** the application on page 4. **Failure to complete these sections will result in exclusion from the applicant pool.**
  
  → **All mandatory supplemental forms must be completed, signed and returned with the application.**

Applications may be downloaded at www.nocccd.edu, or requested from the Human Resources office by e-mailing hr@nocccd.edu or calling (714) 808-4810. Reference **Job #FCC650, Pool Mechanic,** in all correspondence. You may include cover letters, resumes, letters of reference, etc., as attachments to your completed application. The District will not return or make photocopics of application materials. It is the applicant's responsibility to make photocopics for personal records and ensure that the application packet is complete when submitted. **Applicants must submit a new application packet for each position. Application packets previously submitted will not be pulled for resubmission.** **THE DISTRICT DOES NOT ACCEPT APPLICATIONS OR ATTACHMENTS BY E-MAIL OR FAX.**

Mail or deliver your application packet in person to:

North Orange County Community College District
Human Resources, 9th Floor
1830 West Romneya Drive
Anaheim, CA 92801-1819

APPLICATION DEADLINE

Completed applications must be **received** in the Human Resources office on or before **June 1, 2009, 5:00 p.m.** (Postmarks will not be honored.) Application materials received after the deadline date will not be considered.

The Hiring Committee will review the applications and select a limited number of candidates for an interview. This process may take several weeks after the closing deadline. At the time of the interview, a written exercise related to the position may be required. Subsequent to the interviews, the Hiring Committee will determine those candidates for final consideration. A second interview may be required of candidates selected as finalists. Possession of the minimum qualifications **does not** ensure an interview. Reasonable accommodations for applicants with disabilities may be requested by calling (714) 808-4821 at least three (3) business days in advance of the scheduled examination/interview date.

Initial salary placement will be determined by the Office of Human Resources in accordance with Board Policy and is not negotiable. All employees driving personal, leased, or district-owned vehicles for District related activities must certify possession of a valid California Drivers License. Employees must certify that personal vehicles are covered by automobile insurance as required by California law. (Board Policy 6010, Section 4.0) The applicant selected for the position will be required to provide identification and employment eligibility as outlined in the Immigration Reform and Control Act.

THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER.

The North Orange County Community College District, in compliance with all applicable Federal and State laws, does not discriminate on the basis of race, color, national origin, ancestry, marital status, age, religion, disability, sex, or sexual orientation in any of its policies, procedures, or practices. The District is also committed to maintaining campuses that are free of harassment, drugs, and alcohol. A copy of the District's full policy on non-discrimination, sexual harassment, sexual assault, treatment and counseling, and maintenance of a drug-free environment is available online at http://www.nocccd.edu/Departments/HR/UnlawfulDiscrimination.htm