

**TOWN OF BERLIN  
PARKS AND RECREATION DEPARTMENT  
JOB DESCRIPTION – SUMMER**

**POSITION:**            **Pool Attendant**

Supervisors: Assistant Director/Head Guard  
Aquatics Director  
Superintendent of Recreation

**POSITION OBJECTIVES AND PRIMARY RESPONSIBILITIES:**

1. To record and tabulate number of admissions to the pool and money intake.
2. To maintain cleanliness of area around the entrance way.
3. To maintain order in the entrance and in the locker rooms.
4. To present a positive impression to the public as they enter the facility.

**DUTIES:**

1. Keep daily records of admissions to the pool and funds collected.
2. Enforce pool rules as necessary.
3. Assist persons entering the pools in a positive manner.
4. Clean and maintain the area around the entrance way to the pool, the entrance itself and the locker rooms.
5. Other duties as assigned.

**TRAINING AND EXPERIENCE:**

1. 16 years of age or older
2. Must possess or obtain blood borne pathogens training certificate. Department will provide training if hired