

Job Title: Pool Maintenance Coordinator/Technician

Compensation: \$18-\$24 Hourly (based on experience, education and qualification).

Reports to: Aquatics Director

Stapleton Master Community Association (Stapleton MCA)

The Stapleton MCA is a 501(c) 4 non-profit community development organization whose mission it is to create and sustain a “sense of community” within Stapleton through investing in current community assets, efficiently operating community facilities and providing comprehensive community programming.

Job Summary:

The Pool Maintenance Technician will perform highly skilled work in maintaining, repairing, and replacing mechanical, chemical, or hardware in the operation of 7 outdoor seasonal pools along with 4 fountains/water features. This position is a great opportunity for those looking for a fast paced 40 + hr job in the spring and summer with a more flexible schedule and less hours in the winter.

Job Qualifications and skills required:

Position requires an individual who is highly motivated, with technical skills and experience working in pool management. Facilities Management background preferred, with degree in Facilities Management or related experience. Ability to work under minimal supervision and assume responsibility for task initiative and completion. Ability to climb ladders at varying heights and well as the ability to lift heavy equipment. Strong team member and an ability to work well in difficult situations. Must be able to work more than 40 hours per week, as required, but particularly from April through September; including weekends and holidays.

Education and Experience Requirements:

- Proficient in the operation and maintenance of all pool equipment.
- College Degree or Technical Degree preferred.
- 3-5 years demonstrated Facilities Maintenance or related experience
- Computer literate including MS Office and Internet protocols

Licenses/Certifications:

- Valid Colorado Drivers Licenses with a verifiable safe driving history.
- Certified Pool Operator (CPO) or Aquatics Facility Operator (AFO) Certificate required or must be obtained with six (6) months of employment.

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Expectations: (Pools = 70% / Events = 20% / Projects = 10%)

- Inspects pools and maintains operation of pumps, motors, filters, computerized electronic controls, plumbing and pool equipment.
- Handles hazardous chemical such as cholorine, bromine, muriatic acid, and test kit materials for pool set ups,
- Works closely with the aquatics department to enable the proper functioning and operation of each pool facility to operate daily from Memorial Day weekend to Labor Day.
- In coordination with MCA staff and contractors the Pool Technician/Coordinator takes a lead the preparation of each facility to open each season and oversee the closing and winterization process.
- Manage the daily inspections and maintenance of all swimming pool equipment for proper function including but not limited to; pump operations, filtration, heating, chemical systems, and control equipment necessary to keep the equipment running properly consistent with the operational needs of the aquatics department.
- Completes and resolves problems encountered during maintenance. Makes repairs, ordering parts and materials.
- Performs preventative maintenance as well as major maintenance on filters, pumps, controllers, heaters and other equipment with minimal assistance from outside contractors. Specialized maintenance support involving boilers, electricity and/or complex plumbing issues will require working closely with established contractors.
- Documents repairs made on each pump and maintains inventory of pumps and or tools necessary for pool operation.
- Work and help train all Stapleton MCA employees assigned either part time or fulltime to the facilities department.
- Coordinates purchasing and inventory of parts or supplies needed for proper pool facility operations.
- Maintains highest safety standards when performing projects or handling equipment.
- Assist the events department in ensuring the proper set up and maintenance of all event related facilities and equipment.
- Performs other duties as assigned.
- Represent the MCA in a professional manner when in public. This includes attire & attitude.
- This position may need to work evening or holidays

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