



Conejo Recreation & Park District

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January 7, 2019

Dear Candidate,

The Conejo Recreation & Park District Aquatics Program is recruiting applicants for the 2019 summer season for the Community Pool at CLU, Newbury Park, and Thousand Oaks High School Pools. The Community Pool at CLU is a year-round facility and the high school pools are open during the summer season only. Working at the high school pools will not limit an employee's ability to work during the off-season at the CLU Community Pool. We are seeking qualified candidates for the following hourly positions:

Pool Manager
Assistant Pool Manager
Senior Guard (WSI)
Instructor/Guard (WSI)
Lifeguard

Step One – Applications are available starting **January 7, 2019** at the Aquatics Office, Community Pool at CLU - 100 Overton Court, Thousand Oaks, CA 91360 or online at www.crpdpd.org/aquatics .

Management applications are due by **March 7, 2019**.
Returning candidate applications are due by **March 8, 2019**.
New candidate applications are due by **April 5, 2019**.

Office Hours
9:00am-5:00pm

Step Two – Those submitting applications will have one tryout; no alternate dates will be scheduled. Saturday, April 6 or Sunday, April 14 at 9am at the Community Pool at CLU. Visit www.crpdpd.org/aquatics for try-out details. **NEW APPLICANTS** – if your try-out is successful, an interview will be scheduled for that afternoon. Successful candidates will be sent a letter inviting them to Rookie School.

Step Three – Lifeguard Rookie School; **Saturday, April 27, 2018; 11:00am-3:00pm**. The Lifeguard Rookie School will challenge the candidate's knowledge of American Red Cross lifeguard skills in a fast paced and competitive environment. The candidates demonstrating the best understanding of lifeguarding skills may receive a conditional job offer. You will need to pre-register for Rookie School after passing the try-out/interview process.

First year lifeguards will report to the Hillcrest Center on **Saturday, May 18, 2019, 9:00am-12:00pm** for a **MANDATORY** training. Returning staff will report to the Newbury Park Pool on **Saturday, June 15, 2019 from 9:00-11:00am** for a lifeguard skills check.

Aquatics Section
Conejo Recreation & Park District

AQUATICS EMPLOYMENT APPLICATION

PERSONAL

Position(s) Applying For: <i>(Mark All That Apply)</i>		Lifeguard/Instructor ____	Senior Guard ____	Management ____
Preferred Pool Location: <i>(Rank 1-3)</i>		Community Pool (CLU) ____	Newbury Park (NPP) ____	Thousand Oaks (TOP) ____
First Name		Last Name		
Primary Address				
City, State, Zip				
Personal E-mail Address				
Cell <i>(Work related messages may be sent to this number)</i>		Emergency <i>(Parent/Guardian Contact)</i>		
How did you hear about this position?				

EDUCATION

Name of School/College	Major/Subject	Degree Received

CERTIFICATIONS

Certification	Date Issued	Expiration Date	Agency Acquired
Lifeguard Training			
Water Safety Instructor			
EMT			
Other			

*Copies of certificates or proof/receipt of future course dates are mandatory before starting work.
Certifications that are on-going must be completed before the **April 27, 2019** Rookie School.*

WORK EXPERIENCE

Most recent work experience should be first. Please use back of page for any additional information.

Title		Dates Worked _____ to _____	
Agency/Company		Address	
Supervisor's Name	May We Contact?	Phone	
Hours Worked Weekly		Reason for Leaving	
Job Duties:			

Title		Dates Worked	to
Agency/Company		Address	
Supervisor's Name	May We Contact?	Phone	
Hours Worked Weekly		Reason for Leaving	
Job Duties:			

Please list any other recreation, community service, leadership, teaching skills, specialty skills or aquatic experience you may have.

This position is seasonal from June 1, 2019–August 16, 2019. Would the date you start and end be any different from the dates above? If so, please list:

First Available Date:	Last Available Date:
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All vacations must be submitted on this application prior to submission. Do you have any vacations planned? If so, please list:

Date Leaving:	Date Returning:
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Will you be holding any other jobs this summer? Yes _____ No _____

CONFIRMATION

I certify that all the statements are true and complete to the best of my knowledge. I understand that any false statements will disqualify me from further consideration or result in my contract being terminated in the event the Conejo Recreation & Park District contracts for my services.

Signature

Date

APPLICATIONS DUE BY 5:00PM ON:

*Management Applications: **March 7, 2019** - Returning Applications: **March 8, 2019** - New Applications: **April 5, 2019***