



Conejo Recreation & Park District

January 6, 2020

The Conejo Recreation & Park District Aquatics Program is recruiting applicants for the 2020 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. We are seeking qualified candidates for the following hourly positions:

Assistant Pool Manager
Senior Guard
Lifeguard/Instructor

The Application Process

- Step One -** Applications are available starting **Monday, January 6, 2020**, at the Aquatics Office located at the Community Pool at CLU or online at crpd.org/aquatics.
- Step Two -** Those submitting applications will have one tryout; no alternate dates will be scheduled. Try-outs start promptly at 9:00am on **Saturday, April 4** or **Sunday, April 19** at the Community Pool at CLU. 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. Visit www.crpd.org/aquatics for try-out details.
- Step Three -** Lifeguard Rookie School will be held on **Saturday, April 25, from 11:00am-2:00pm**. 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.
- Step Four -** After a successful completion of the Lifeguard Rookie School, all new candidates will be required to attend a Mandatory Orientation and Training on **Saturday, May 16, from 9:00-12:00pm** (403 W. Hillcrest Drive, Thousand Oaks, 91360).

Applications must be submitted in-person to the Community Pool at CLU by the applying candidate. Applications submitted by parents, guardians, or friends will not be accepted. Aquatics office hours of operations are Monday-Friday from 9:00-5:00pm and Saturday/Sunday from 9:00-12noon.

Important Dates

Monday, January 6	2020 Aquatics Employment Application Available
Friday, March 13	Returning Staff, Manager, and Senior Guard Application Deadline
Friday, April 3	New Candidate Application Deadline
Saturday, April 4	Try-out and Interview #1 – 9:00am
Sunday, April 19	Try-out and Interview #2 – 9:00am
Saturday, April 25	Lifeguard Rookie School – 11:00am-2:00pm
Saturday, May 16	New Candidate Orientation – 9:00am-12noon

Community Pool at CLU
100 Overton Court, Thousand Oaks, CA, 91360
805-241-0894 | aquatics@crpd.org | www.crpd.org/aquatics

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 were you referred to this job? If by a current employee, who?			

EDUCATION

Name of School/College	Major/Subject	Degree Received

CERTIFICATIONS

Certification	Date Issued	Expiration Date	Agency Acquired
Lifeguard Training			
Water Safety Instructor			
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 **June 8, 2020**.*

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:			

Applications due by 5:00pm on:

Returning Staff – Managers - Senior Guards: **March 13, 2020**

New Applications: **April 3, 2020**

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 community service, leadership, instruction, special skills you may have.

This position is seasonal from May 16–August 21, 2020.

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 tentative vacations dates must be written on this application prior to submission.
Do you have any tentative 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

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