

Application for Summer Employment

The Swarthmore Swim Club (SSC) is looking for enthusiastic and reliable people to work as assistant managers, lifeguards, concessions stand attendants, front desk attendants and swim lesson instructors for the summer swim season.

All Applications due by March 31st Mail to: Personnel@swarthmoreswimclub.org

Requirements for Employment

To work as a: You must be at least: **Assistant Manager** 20 years old by May 23, 2023.

Lifeguard, Swim Instructor 15 years old by May 23, 2023.

Substitute Lifeguard 15 years old by May 23, 2023.

And you must meet the following criteria:

1. All candidates must have Lifeguard Certification and CPR certification prior to May 23. 2. Assistant managers & lifeguards should have availability to prepare pool during last 2 weeks of May, attend a Spring training session, and help to close the pool in early September

To work as a: You must be at least: **Front Desk Attendant** 15 years old by May 23, 2023

Concession Stand Attendant 14 years old by May 23, 2023 And you must meet the following criteria: 1. All candidates must present themselves in a professional manner at all times. 2. Be responsible and capable of performing basic math skills.

We are hiring two exciting leadership roles!

Special Events Coordinator - work with staff and Board members to conceive, market and execute special events at the Pool, including but not limited to Luau, Water Show, Fourth of July, Movie Nights, and Socials. This is a fantastic leadership role to exercise your creativity and people leadership skills! Must be 16 by May 23, 2023.

Shark Shack Leader - operate the Shark Shack as a "small business" over the course of the summer. Manage inventory and sales, including re-stocking. Pilot test new items (there is demand for a wider range of healthier options). Fun opportunity to test out your management and marketing skills! Must be 16 by May 23, 2023.

Vacation / Time Off Scheduling

- All time off will be granted at the discretion of Pool Manager & Pool Board.
- ALL requests for time off longer than 2 days must be submitted at the time of the interview
- No more than 2 weeks off total will be guaranteed for any employee.

Directions for Application Print or type all information neatly. Provide all information requested. Incomplete applications will not be accepted. Attach any other documents that you feel are relevant or important. When complete, return application to SSC as soon as possible. Any questions please email: Personnel@swarthmoreswimclub.org

SWARTHMORE SWIM CLUB APPLICATION FOR EMPLOYMENT

To applicant: Applicants are considered for all positions, and employees are treated during employment without regard to race, color, religion, sex, national origin, age, marital status, handicap, or any other legally protected status. We appreciate your interest in Swarthmore Swim Club.

PERSONAL Full Name _____

Social Security Number _____

Present Address _____ City _____ Zip _____

Telephone No. (____) _____ Cell Phone No. (____) _____ If

under 18, date of birth _____ E-Mail Address _____

EMERGENCY CONTACT In case of serious accident, illness, or death, notify

_____ Address _____

Phone No. _____

EDUCATION (Circle last year completed)

School Attended Middle School 6 7 8 _____

High School 9 10 11 12 _____

College 1 2 3 4 _____

PERSONAL REFERENCES (Non-relatives you have known over one year)

Name /Address /Phone No.

1. _____
2. _____

POSITION DESIRED (Check no more than two)

Concession Stand

Front Desk Attendant

Substitute Lifeguard

Lifeguard

Assistant Manager

Swim Lesson Instructor

Special Events Coordinator

Shark Shack Leader

Grounds Assistant to Kelton

Have you ever been an employee of SSC? YES/NO

If yes, which year? : _____ In what position? _____

How did you hear about this job opening? _____

Please provide a brief narrative about why you are uniquely qualified for the position you are applying for (special skills, interests, experience):

PLEASE READ AND SIGN BELOW I certify the information set forth in this application for employment at Swarthmore Swim Club is true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I authorize SSC to make an investigation of all information provided on this application. I understand that if I am under the age of sixteen (16) I must obtain a WORK PERMIT and submit the completed forms to the Manager of SSC prior to my employment. I also understand I am expected to follow any and all dress codes put in place by the management and/or Board of SSC. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate Swarthmore Swim Club in any way if SSC decides to employ me. I understand that the employment in this State and at SSC is “at will,” which means that employees have the right at any time to terminate their employment with or without cause, and SSC reserves the right at any time to terminate employment with or without cause.

Signature of Applicant _____ Date: _____

**PLEASE INDICATE ANY WEEKS YOU WILL BE UNABLE TO WORK BETWEEN
MEMORIAL DAY WEEKEND AND LABOR DAY WEEKEND**