



City of Culver City Pool Manager (RPT)

SALARY	\$26.21 - \$28.16 Hourly	LOCATION	CA 90232, CA
JOB TYPE	Regular Part-Time (RPT)	JOB NUMBER	00837
DEPARTMENT	Parks, Recreation & Community Services	DIVISION	Pool & Aquatics Programs
OPENING DATE	08/06/2025		

THE CITY

Culver City is a Charter City incorporated in 1917, and is a destination filled with outdoor cafes, unique shops and galleries opening onto pedestrian-friendly boulevards. Culver City has dedicated staff of approximately 800 employees with an overall operating budget of over \$368 million. The City provides a full range of municipal services including Fire, Police, Housing & Human Services, Planning & Development, Public Works, Parks, Recreation, & Community Services, and Transportation.



THE DEPARTMENT: Parks, Recreation and Community Services (PRCS)

The PRCS Department consists of different programs and divisions including the Recreation Division and Senior & Social Services. These divisions provide a variety of programs for children, young adults, seniors and residents with disabilities. Program activities include homework assistance, computer lab, crafts and games, special events and more. For more information about the department please utilize the following link: [PRCS Department](#)

THE POSITION

POSITION DUTIES:

- Organizes and conducts a well-balanced aquatic program at the Culver City Municipal Pool.
- Perform lifeguard duties during public recreation swimming hours.
- Supervises pool deck, enforces regulations, prevents accidents and effects rescues.

- Assists with pool maintenance and operation and the testing of chemicals.
- Maintains pool records.
- Attends staff meetings and service training programs.

Note: This position is frequently exposed to intense sunlight and full sunlight.

MINIMUM REQUIREMENTS: Any combination equivalent to training and experience that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be: possess one (1) year work experience as a lifeguard or swimming instructor and must be at least 21 years of age.

REQUIRED CERTIFICATE(S)

The following current certificates must be submitted at time of application for full consideration:

1. CPR Certificate
2. First-Aid Certificate
3. Red-Cross Water Safety Instructor (WSI) Certificate (must be obtained within 6 months of hire)
4. American Red Cross Lifeguard Certification

SCHEDULE: This is a part-time position with an expectation to work approximately 30 hours per week; hours will vary depending on department needs. Applicants must be available to work evenings and weekends. Vacation is not permitted during the entire summer. Attendance at all in-service trainings is mandatory.

EXAMINATION PROCEDURES

EXAMINATION PROCEDURES: Suitability for the position will be evaluated with a Performance Test and an Oral Appraisal Interview. The Performance Test will measure the ability to perform life saving techniques. This test will be qualifying, i.e., it will determine who will be invited to the Oral Appraisal Interview. The interview will evaluate training, experience, and personal qualifications.

ADDITIONAL INFORMATION

The provisions of this job posting do not constitute a contract, express or implied, and any provisions in this posting may be modified or revoked without notice. Continuation in the examination process and subsequent placement on the eligible list of a person convicted of a crime depends upon the nature of the conviction and the conduct of the applicant subsequent to the offense. Convictions will be evaluated on a job-related basis and will not automatically disqualify someone from further consideration.

Equal Opportunity Employer

The City of Culver City is an equal opportunity employer and does not discriminate against employees or applicants on the basis of race, sex, age, disability, veteran status, national origin, religion, political affiliation, or sexual orientation/identification.

Conditions of Employment:

- **Background/Reference Check:** Upon a conditional job offer, a live scan fingerprinting must be completed with acceptable results. Your fingerprints will be sent to the California Department of Justice (DOJ) and the Federal

Bureau of Investigation (FBI). Having a conviction history does not automatically preclude you from a job with the City. If you are selected as a finalist, you will be contacted to schedule a fingerprinting appointment. Upon hire, the employee is subject to further reporting from the DOJ via subsequent arrest notification.

- Pre-placement medical evaluation including drug screen (select positions).
- E-Verify: Proof of U.S. citizenship, alien residency, or authorization to work in the U.S. will be required at the time of appointment.

The City of Culver City intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If a special accommodation is desired, please contact the Human Resources Department three (3) business days prior to the test at (310) 253-5640.

Employer

City of Culver City

Address

9770 Culver Blvd.

Culver City, California, 90232

Phone

Main Line 310-253-5640

Website

<http://www.culvercity.org/jobs>

Pool Manager (RPT) Supplemental Questionnaire

*QUESTION 1

As part of the minimum requirements, you must possess the following certificates; CPR, First Aid and American Red Cross Lifeguard Certification. By clicking yes, you are acknowledging you have attached valid and required certificates.

☐ Yes

☐ No

* Required Question