Office of Recreational Services
Facilities Specialist
Job Description

Responsibilities
• Complete all regularly scheduled duties related to cleaning and facility function, including but not limited to taking advanced pool readings, staging Dolphins, performing safety checks on weight equipment, filling cleaning bottles, washing dolphins and rags, adding water to Rec pools, vacuuming leisure pool, scrubbing diving boards and platform, replacing basketball nets, doing set ups for meetings and programs
• Inspect the facility for cleanliness, safety hazards, repair needs and proper storage, and make corrections
• Complete special projects as assigned
• Fill in as Operations Assistant when needed

Personal/Professional Development and Responsibilities
• Attend and participate in all trainings and meetings within employee group and department wide, including Leadership and Training Week: August 20-24, 2018
• Be receptive to professional and personal development;
• Balance time commitments;
• Recognize limitations and work to improve;
• Function as a contributing member of the UTREC team
• Assist the Office of Recreational Services in keeping all facilities, programs, and services: modern, inclusive, and positive.

Expectations
• Respectfully manage disagreements and model positive rapport with patrons
• Role model appropriate behavior at all times, including in online communities
• Maintain regular and frequent communication with supervisory team
• Keep swimming attire on site so that entering the pool for a job is always possible

Requirements
• Must have and maintain current American Red Cross Professional Rescuer Level CPR/AED and First Aid Certification
• Attend all UT Rec compliance trainings and new employee department and employee group trainings
• Successfully complete 30 day probationary employment period
• Successfully complete job specific trainings: use of high lift, chemical use, fitness equipment maintenance

Working Conditions
• Maximum of 28 hours worked per week
• Work will take place on the Main Campus in the Student Recreation Center
• Work shifts include morning, afternoon, evening and weekend hours; some holiday hours are required

Reporting Relationship
• Position reports directly to Assistant Director Facility Operations with additional direction coming from the Pool Tech, Building Operator and the Student Assistant of Facilities

Pay Rate
• $8.50
To apply:

- Attend an Student Employment Informational Meeting; dates and times can be found at www.utreecenter.com