

PARAGON CASINO RESORT

Job Description

POOL ATTENDANT

| | | | |
|-----------------------|---------------|--------------------|-------------------------------------|
| Department: | Hotel | Reports to: | Lead Quiz Bar/Pool Attendant |
| Job Code: | ATT05 | License: | Non-Gaming |
| Position Code: | ATT010 | Costing: | 200 2000 2002 |
| Pay Grade: | N3 | Date: | 12/12/19 |
| EEO-1 Code: | 4 | | |

SUMMARY:

Responsible for ensuring that all pools (inside and outside), fitness center and surrounding areas are clean, neat, dry and well stocked with supplies and amenities, while ensuring guests with the highest level of satisfaction.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Performs guest service functions, including, but not limited to, welcoming guests to the pool area and fitness center, handing out and collecting towels and other supplies and attending to guest requests.
- Routinely cleans and organizes public areas of the pool, fitness center including surrounding areas, re-stocking supplies and amenities as needed.
- Ensures the maintenance of an adequate inventory of supplies necessary to effectively perform job responsibilities; informs supervisors when supplies are low.
- Inventories pool storage areas and maintain written records for inventory control purposes.
- Routinely inspects inventory, noting defective and/or unusable materials and recommending dispensation to supervisor.
- Routinely inspects pool, fitness center and surrounding areas, potential safety hazards, problems and maintenance or repair needs and notifies the appropriate individual(s) for proper resolution.
- Performs other non-gaming duties as assigned.

Paragon Casino Resort requires all Associates to consistently:

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- Exceed Guests expectations with quality and friendly service.
- Treat all Associates and Guests with respect, dignity, integrity and sensitivity.
- Provide a safe working environment by complying with safety rules and reporting potential hazards.
- Comply with company performance standards and departmental policy and practices.
- Demonstrate pride and professionalism for the property, its goals and the Associate Pledge.

- Support training and development for all Associates.
- Communicate and share ideas, concerns and explain “Why” behind decisions.
- Maintain a consistent, regular attendance record.

REQUISITE QUALIFICATIONS:

The requisite qualifications listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience: High school diploma or general education degree (GED) preferred.

Qualifications: CPR and basic First Aid certification preferred.

Must apply for, be granted and retain a valid Tribal Gaming License during their employment with Paragon Casino Resort. Must have understanding of and abide by all regulations as stated in the Tribal-State Compact.

Language Skills: Ability to read, analyze and interpret documents, such as safety rules operating and maintenance instructions and procedure manuals. Ability to write routine reports and correspondence.

Mathematical Skills: **Must apply for, be granted and retain a valid Tribal Gaming License during their employment with Paragon Casino Resort. Must have understanding of and abide by all regulations as stated in the Tribal-State Compact.**

Physical Demands: The physical demands described here are representatives of those that must be met by an Associate to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties, the Associate is regularly required to talk or hear. The Associate is also regularly required to stand; walk; sit; and use hands to finger, handle, or feel objects, tools or controls. The Associate is occasionally required to reach with hands and arms, and to sit; climb or balance; and stoop, kneel, crouch or crawl.

The Associate is regularly required to lift and carry up to fifty (50) pounds and may be sometimes required to lift and carry more than fifty (50) pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an Associate encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Associate frequently is required to work in outside weather conditions: wind and rain, etc.

The noise level in the work environment is usually moderate.