



SECAUCUS SWIM CLUB

SEASONAL PART TIME – SECAUCUS RESIDENTS ONLY

Lifeguards:

- **Applicants must be 15 years old by May 1st, or older to apply.**
- Must have lifeguard training, certified in CPR/AED, and First Aid Training.
- Maintain the safety of patrons in and around the pool.
- Perform rescues in the event of drowning or swimming accidents.
- Walking and sitting post.
- Perform various maintenance duties as directed to maintain and ensure that the grounds are clean.
- Cleaning and skimming of all swimming pools when needed.
- Maintain all lifeguard equipment.

Custodian:

- **Applicants must be 16 years old by May 1st, or older to apply.**
- Sweep, mop, and vacuum floors in offices, hallways, restrooms, and other public areas.
- Clean windows, walls, and other surfaces.
- Empty trash bins and dispose of waste.
- Clean restrooms and ensure they are stocked with necessary supplies (soap, paper towels, etc.).
- Dust and wipe down furniture, fixtures, and equipment.
- Ensure that cleaning products are stored safely and maintain knowledge of safety protocols and procedures.

Maintenance Worker:

- **Applicants must be 18 years old by May 1st, or older to apply.**
- Ensure compliance with health and safety regulations
- Empty trash and recycling bins and dispose of waste in the designated areas
- Assist in setting up and rearranging furniture for events or meetings as needed
- Maintain an inventory of maintenance supplies and order replacements as necessary
- Maintain cleanliness and organization of the building, including common areas and workspaces
- Clean and sanitize restrooms, offices, hallways, and the town pool facility
- Clean windows, glass doors, and mirrors
- Report any maintenance or safety issues to the supervisor

Clerical:

- **Applicants must be 15 years old by May 1st, or older to apply.**
- Greet and assist pool members.
- Check member badges and bags.
- Answer calls.
- Answer inquiries about pool memberships and facility rules.
- Be a resource for visitors regarding pool services, special events, and upcoming programs or classes.
- Respond to emergency situations by contacting appropriate authorities (lifeguards, emergency services) when necessary.
- Assist with enforcing pool rules, including ensuring proper behavior and attire. Report any violations to management or security personnel.
- Answer questions about pool hours, policies, and amenities. Assist visitors with any concerns or issues they may have in a professional and friendly manner.

Applications will be accepted until **April 4th, 2025**. All applications will be reviewed, and candidates selected for hire will be notified in mid-April. Applicants hired under the age of 18 require working papers which will be via website and applicants over the age of 18 will be subject to a background check. **The orientation dates will be held at the Secaucus Recreation Center at 1200 Koelle Blvd, Secaucus NJ 07094 on Tuesday, May 6th or Wednesday May 7th at 6:00 PM**

All Job Posting will be available online at: [Click Here](#)



The Town of Secaucus is an Equal Opportunity Employer