

*****PLEASE POST*****

CITY OF ASHEBORO
JOB OPPORTUNITY ANNOUNCEMENT

VACANCY #1416

Opening Date: Wednesday, January 15, 2014

Closing Date: Friday, February 14, 2014

Program Coordinator (Special Events/Facilities)

(Recreation Services Department)

An employee in this class performs responsible work supervising and inspecting high use/high risk recreation facilities as well as implementing and supervising a wide range of special events. The employee is responsible for the supervision and inspection of specific recreation facilities which include: Bicentennial Park, Playgrounds, Swimming Pools (including the facilitation of a seasonal aquatics program), and other facilities that may be assigned. The employee is also responsible for the planning, organizing, coordinating and promoting of departmental special events. Work is conducted under the general supervision of the Recreation Services Superintendent, and is reviewed through observation, conferences, and effectiveness of programs offered.

Minimum Experience and Training

Graduation from a four-year college or university with a degree in recreation and some experience in aquatic facility operation; or any equivalent combination of experience and training.

Special Requirements

Possession a valid North Carolina driver's license;
Night and weekend work required;
CPR & First Aid Certification;
Lifeguard Certification;
Pool Operator's Certification

Physical Requirements

Must be able to lift at least 50 pounds.
Will work outdoors in varying weather conditions.

Starting Salary: \$1303.49 Semi-Monthly

Deadline for Receiving Applications: Please pick up applications from the Human Resources Department and send or deliver them to: Lesia Cox, Personnel Specialist, City of Asheboro, 225 E. Academy St, Asheboro, NC 27203 by 5pm on Friday, February 14, 2014. The City of Asheboro is an at-will, equal opportunity employer. The City of Asheboro accepts job applications for all positions on a continuous basis.