

Non-Appropriated Fund Activities

Announcement # NAF:022:04

Opening Date: 04/22/04 **Closing Date:** Open until filled

Position: Swimming Instructor/Head Lifeguard, NF-0189-2, Flex 0-40 hrs, \$9.00-\$10.50 ph

Area of Consideration: All qualified applicants, local commuting area

Location: Morale, Welfare & Recreation Department, Aquatics Center

Duty Station: Dahlgren, VA

Duties: The incumbent will be responsible for: instructing and teaching various swimming skills, styles, and basic diving to various age groups; the Aquatic Center during the Manager's absence; assisting in the supervision of all lifeguards; ensuring that all water safety rules are observed; performing rescues and administering first aid as required; the cleanliness and maintenance of the facility; keeping accurate cleaning and chemical reports; ensuring security at closing and performing other related duties as assigned by the supervisor. Must be able to work evenings and weekends.

Qualification Requirements: Applicant must: be at least 18 years of age; have one(1) to two(2) years of related experience; and possess valid Water Safety Instructor (WSI), Red Cross (or equivalent) Lifeguard, CPR and First Aid certifications. Applicant must be a citizen of the United States or a foreign national serving on active duty as a member of the U.S. Armed Forces or a dependent. Basic eligibility will be determined by a review of the applicant's OF-612 or resume, and consideration of relevant experience and training. Applicant should include all experience, training, education, awards, commendations and other information that is relevant to the Job Elements listed below. Applicant is urged to address each job element specifically.

Job Elements:

- 1) Knowledge of various swimming skills, styles, and diving.
- 2) Knowledge of safety regulations and lifesaving procedures.
- 3) Ability to manage groups of people.
- 4) Ability to monitor and instruct subordinate staff.

How to Apply: Submit an application or resume and copy of last 2 performance appraisals.

Mail applications to the following address:

Naval District Washington – West Area
Morale, Welfare & Recreation Department - Code CD25
17320 Dahlgren Road, Bldg. 100
Dahlgren, VA 22448-5100

Conditions of Employment:

Background check: Yes
Security clearance required: No
Supervisory/Managerial probationary period required: No
Drug test required: No
Permanent change of station travel may be authorized: No
Relocation services may be authorized: No

For Further Information: Call Barbara Simmons, 540/653-7710