

# VACANCY ANNOUNCEMENT

ANNOUNCEMENT #M-00904



**POSITION: WATER SAFETY INSTRUCTOR NF-02**

**SALARY: \$7.75 PH**

---

**LOCATION: AQUATICS**

**OPEN: 14 JANUARY 2004**

**CLOSE: OPEN CONTINUOUS**

---

**AREA OF CONSIDERATION: COMMUTING AREA**

Spouse Preference Eligible

Involuntary Separated Military

Regular Full-Time (35-40 Hours Per Week)

One-Time Basis

Regular Part-Time (20-34 Hours Per Week)

Establish Register

Flexible (0-40 Hours Per Week)

Merit Staffing

---

**HOW TO APPLY: Submit current SF-171 or OF612 and any supplemental forms to Morale, Welfare & Recreation, Bldg. 467-Suite A, NASMR, 47402 Buse Road, Patuxent River, MD 20670 Attn: Personnel Dept. For further information call 301-342-3653.**

---

## **DUTIES AND RESPONSIBILITIES:**

Performs work in the swimming program, including instruction in various swimming skills and styles and basic diving for various age groups in the American Red Cross curriculum. Ensures that all water safety rules are observed by the swimmers, utilizing a good knowledge of all aspects of water safety. Performs rescue work and when necessary renders emergency first aid. Completes appropriate accident reports.

Ensures that all swimmers in the water are accounted for at all times. Performs necessary maintenance work required for sanitation, cleanliness and neatness for the pool/beach area. Performs other related duties as assigned.

## **QUALIFICATIONS:**

A current Red Cross Water Safety Instructor Certificate as well as a current Life Guarding Certificate is required. Current CPR and first Aid Certificates are required. Applicants must be at least 17 years of age. Must be a mature individual who can exercise control over a group of people.

## **WORKING CONDITIONS**

Work is performed out of indoors and outdoors under favorable weather conditions. May be exposed to sunburn and eye irritation due to chlorinated water. Physical exertion is minimal on routine assignments. Position requires sustained sitting and constant vigilance to ensure maximum security of personnel in and around the swimming pool.

**Obligation to give all information to be considered in rating/ranking qualifications is the responsibility of the applicant. Applications and additional information will not be accepted after the closing date for this vacancy. Applications must be received in the Personnel Office or postmarked no later than the closing date of this announcement or they will not be given consideration.**

**Applicants must meet all eligibility requirements for the position.**

**Privacy Act Requirements (PL93-597): The application forms prescribed are used to determine qualifications for promotion or employment and are authorized under Title 5, USC Section 3302 and 3361.**

**Spouses of Active Duty Military Personnel shall be provided spousal preferential consideration for positions NF1 and NF2. Eligibility begins 30 days before the military member's reporting date and continues for the duration of the PCS Orders until the Spouse accepts or rejects a job offer.**

**Include with the application any awards received such as outstanding performance ratings, awards granted under incentive awards programs (list monetary awards), and awards given to employees under your supervision.**

**Rating/Ranking of promotional candidates to determine the best qualified will be accomplished by comparing the candidates' knowledge, skills and abilities against the evaluation factors listed in this announcement. These factors are essential for an employee to perform the duties of the position. Supervisory appraisal experience, training, and awards will be considered in the Rating/Ranking process.**

**Applicants should make a copy of their application for their files. No application will be returned and no copies of applications will be provided.**

**The Department of the Navy is an Equal Employment Opportunity employer. All qualified candidates will receive consideration without regard to Race, Color, Religion, Sex, National Origin, Age, Disability, Marital Status, Political Affiliation, Sexual Orientation or any other non-merit factor.**