



EMPLOYMENT OPPORTUNITY

Human Resources Division
#1 Gary K. Anderson Plaza, Decatur, IL 62523
Phone: (217) 424-2805 • www.decaturl.gov
An Equal Opportunity Employer

1/15/12

LAKE PATROL PERSONS

Start at minimum wage with increases for each year of experience with the City of Decatur Lake Patrol. There is no shift differential.

Full - Time Seasonal

The City of Decatur's Human Resources Division is now accepting applications for seasonal Lake Patrol Persons for the summer of 2012. Applicants must be at least 18 years of age by date of employment, have a high school diploma or equivalent and a valid driver's license. Lifeguard and power boat operating experience is highly desirable. Candidates must complete and pass the American Red Cross Lifeguard Training & CPR/AED, First Aid, and Oxygen Administration Course within the first week of employment.

NATURE OF WORK

This is seasonal, limited ordinance enforcement and utility maintenance work performed in the municipal lake area. Work is generally performed in an outdoor environment and involves the enforcement of state and local laws, ordinances and regulations pertaining to boating safety and operation, and the use of recreational facilities. Work also involves assisting persons in emergency situations or in distress. Additional assignments include limited maintenance work on boating piers, grounds and facilities and generally supervising and controlling lake recreational activities. During peak season, the lake is staffed 24 hours per day, and Lake Patrol Persons must be willing and able to work any shift. Work activities may take place in moist or humid conditions in a range of outdoor temperatures and may require getting in the water.

ESSENTIAL KNOWLEDGE AND SKILLS (typical work examples, but not limited to the following):

1. Operates a lake patrol boat on the municipal lake; uses a two way radio in reporting violations by lake users, and other problem situations; may take limited apprehension actions as authorized; prepares work reports.
2. Provides courtesy patrolling on the Lake Decatur reservoir and in the Lake Decatur public areas.
3. Maintains certain safety items such as "no wake" buoys, buoys near the spillway and various information signs on and around the reservoir.

4. Enforces no-wake, horsepower limits, Lake Decatur boat sticker and other boating regulations covered by Lake Decatur ordinances or regulations.
5. Provides first aid and rescues persons in distress in the lake; applies resuscitation and artificial respiration; speaks to the public about water safety.
6. Enforces laws and ordinances pertaining to boat operating and equipment regulations; inspects boats and equipment; sells boating permits and receives fees; patrols lake events.
7. Patrols the lake area to control use of facilities; answers complaints and questions regarding boating regulations and operational use of facilities.
8. Paints; mows; performs landscape maintenance such as planting flowers and cutting grass; cleans and makes minor repairs to patrol boats; operates limited automotive equipment in removing debris around and on the lake.
9. Performs data entry and light filing.
10. Performs related work and other duties as assigned.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

1. Knowledge, skill and the ability to demonstrate the application of first aid, CPR and related lifesaving techniques in various crisis situations, including drowning and shock cases.
2. Ability to demonstrate strong swimming skills.
3. Ability to lift, stoop, reach and manipulate heavy objects.
4. Some knowledge of city code and department policies, rules and regulations.
5. Some knowledge of manual maintenance tools and materials.
6. Ability to understand and follow general oral and written instructions, and to prepare standard work reports.
7. Ability to deal with the public in general and difficult work situations.
8. Ability to make decisions quickly and calmly in emergency situations.
9. Some knowledge of general office skills such as data entry and filing.
10. Some knowledge and skill in the use of personal computers.

APPLY: Applications are available on our website at www.decaturl.gov or at the Human Resources Division, Department of Management Services, Second Floor, Decatur Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois 62523. Phone: 424-2805. Applications received by February 3, 2012 will be given first consideration; however, applications will be accepted until all positions are filled. AA/EOE