



Canton Recreation Department  
Jim Putman, Recreation Director  
60 Main St.  
Canton, NY 13617  
(315) 386-3992  
recreation@cantonny.us

JURISDICTIONAL CLASS NC  
GRADE \_\_\_\_\_

APPROVED: NSA  
DATE: 05/13/02

### **LIFEGUARDS**

#### **DISTINGUISHING FEATURES OF THE CLASS:**

An incumbent in this position performs work consisting primarily of routine patrol of the swimming area at a pool or beach. Duties are performed under direct supervision but incumbents have considerable responsibility for exercising sound judgement and rapid response in emergency situations. Performs related work as required.

#### **TYPICAL WORK ACTIVITIES:**

- Stands watch or patrols pool or beach area keeping swimmers within bounds and going to their aid when they are in difficulty
- Applies resuscitation techniques and otherwise renders first aid
- Maintains order among swimmers
- Enforces pool or beach rules
- Keeps the pool or beach free of debris and other materials hazardous to swimmers
- May perform minor cleaning or maintenance duties in the pool or swimming area
- May teach swimming lessons if certified

#### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:**

- Good knowledge of first aid, life saving and rescue work as applied to accidents in the water and in the swimming area
- Ability to swim well
- Ability to deal with the public and to secure cooperation without unnecessary antagonism
- Ability to keep records and make simple reports
- Good powers of observation
- Mental alertness
- Physical condition commensurate with the demands of the position

#### **MINIMUM QUALIFICATIONS:**

Possession of a Red Cross Life Saving Certificate and a Cardiopulmonary Resuscitation Certificate.

LEAVE THIS SPACE BLANK  
Type of payment

FEE  
\$ \_\_\_\_\_

VILLAGE OF CANTON  
60 MAIN STREET  
CANTON, NY 13617  
APPLICATION FOR EXAMINATION OR EMPLOYMENT

LEAVE THIS SPACE BLANK

APPROVED  DISAPPROVED

BY: \_\_\_\_\_  
REASON: \_\_\_\_\_

Insert below, Title of Position applying for and Examination Number (if applicable)

Rev: 04/08

TITLE:

EXAM NO.

This application is part of your examination. Answer all questions fully and carefully in ink or typewriter. Some questions can be answered with an "x" in the box which applies to you. Attach additional sheets if necessary in order to give completed and detailed information.

1. PERSONAL INFORMATION

Social Security Number \_\_\_\_\_

LAST NAME FIRST NAME INITIAL

STREET ADDRESS OR ROAD

CITY STATE ZIP CODE

Phone Number (include area code)

Home \_\_\_\_\_ Business \_\_\_\_\_

IMMEDIATE NOTICE SHOULD BE GIVEN OF ANY CHANGE IN POST OFFICE ADDRESS BEFORE OR AFTER EXAMINATION

2. RESIDENCE

Fill in names of the city or village, town, county, state, school district of which you are an actual permanent legal resident. Show for how long you have continuously lived in each immediately preceding the date of this application.

	Name of	YEARS	MONTHS
City or Village			
Town			
County			
State			
School District			

3. CITIZENSHIP, SEX & AGE (For Police Officer, Deputy Sheriff, Corrections Officer & Probation Officers ONLY)

Are you a citizen of the United States CHECK ONE BOX  
 Yes, by birth  Yes, by naturalization  No, not a citizen  
 MALE  FEMALE

For Police and Deputy Sheriff ONLY - Date of Birth \_\_\_\_\_

These questions are required by Civil Service Law. By agreement with the Commission for Human Rights, answers will not be revealed to appointing officers. If you are a naturalized citizen or your citizenship is based on naturalization of parent or husband, submit proof to this department in person, or send proof by registered mail. Your documents will be returned by registered mail.

4. VETERAN'S CREDITS

A disabled or non-disabled veteran who wishes to establish eligibility for additional credits MUST submit Veteran's Credit forms prior to the establishment of the eligible list.

Have you ever, since January 1, 1951, been permanently appointed/promoted in the service of New York State or any of its Civil Divisions from an eligible list as a result of veteran's credits granted you on such a list?  Yes  No

If yes, do not continue with this section, you are no longer eligible to use your veteran's credits. If no, please complete this section.

Do you claim additional credits as an honorably discharged war veteran?

- Yes, as a disabled war veteran (A)  
 Yes, as a non-disabled war veteran (B)  
 Yes, as a member of commissioned corps of the US Public Health Services (C)

If you answered Yes to (A) or (B) above, check the appropriate box:

- World War II Dec. 7, 1941 - Dec 31, 1946  
 Korean Conflict June 27, 1950 - Jan 31, 1955  
 Viet Nam Conflict Feb. 28, 1961 - May 7, 1975  
 \*Hostilities in Lebanon June 1, 1983 - Dec 1, 1987  
 \*Hostilities in Grenada Oct. 23, 1983 - Nov 21, 1983  
 \*Hostilities in Panama Dec. 20, 1989 - Jan 31, 1990  
 Persian Gulf Conflict Aug. 2, 1990 - End of Persian Gulf Conflict  
\*Armed Forces, Navy or Marine Corps expeditionary medal is required.

If you answered YES to 4. (C) above, check the appropriate box:

- July 29, 1945 - Dec. 31, 1946  June 27, 1950 - July 3, 1952

5. (A) Have you ever been convicted of a crime? (felony or misdemeanor)

Yes  No

(B) Did you ever receive a discharge from the Armed Forces of the United States which was other than "Honorable" or which was issued under other than honorable conditions? Yes  No

(C) Are you now under charges for any crime? Yes  No

(D) Were you ever dismissed from any public employment for disciplinary reasons? Yes  No

(E) Did you ever resign from any employment rather than face discharge? Yes  No

If answers to any question is "YES" give full particulars in #8 or on additional sheet. None of the above circumstances represents an automatic bar to employment. Each case is considered and evaluated on individual merits in relation to the duties and responsibilities of the position for which you are applying.

6. Are you a certified exempt volunteer firefighter registered with St. Lawrence County Clerk's office? Yes  No

7. Are you currently in default on any outstanding student loan(s) made or guaranteed by the New York State Higher Education Services Corporation? Yes  No

8. Use this space to explain an answer of "YES" to #5 above.

Item# Explanation

9. Have you a license, certificate or other authorization to practice a trade or profession? Yes  No

Name of trade or profession \_\_\_\_\_  
License No. \_\_\_\_\_ Granted by \_\_\_\_\_  
Licensed From: \_\_\_\_\_ To: \_\_\_\_\_

10. If a motor vehicle license is required for the position for which you are applying, give the following  
Class \_\_\_\_\_ Number \_\_\_\_\_ Expiration \_\_\_\_\_

11. THIS DECLARATION MUST BE COMPLETED

I DECLARE, SUBJECT TO THE PENALTIES OF PERJURY, THAT THE STATEMENTS MADE IN THIS APPLICATION (INCLUDING STATEMENTS MADE IN ANY ACCOMPANYING PAPERS) HAVE BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF ARE TRUE AND CORRECT.

SIGNATURE OF APPLICANT

DATE

PLEASE COMPLETE PAGE 2 OF APPLICATION

12. EDUCATION: (If more space is required for full explanation attach additional sheets above this line)

TYPE OF SCHOOL	NAME OF SCHOOL AND LOCATION	NO. OF YEARS COMPLETED	WERE YOU GRADUATED?	DAY OR NIGHT	FULL OR PART TIME	TYPE OF COURSE OR MAJOR SUBJECT	CIRCLE HIGHEST SCHOOL YEAR COMPLETED IN GRAMMER, JUNIOR HIGH, OR HIGH SCHOOL											
							1	2	3	4	5	6	7	8	9	10	11	12
HIGH SCHOOL							NUMBER OF COLLEGE CREDITS RECEIVED						DEGREE RECEIVED					
COLLEGE, UNIVERSITY, PROFESSIONAL OR TECHNICAL SCHOOL																		
OTHER SCHOOL OR SPECIAL COURSES																		

13. EXPERIENCE: DESCRIBE UNDER THE HEADINGS GIVEN BELOW ANY EMPLOYMENT OR OCCUPATION YOU HAVE EVER HAD WHICH INCLUDES EXPERIENCE THAT TENDS TO QUALIFY YOU FOR THE POSITION SOUGHT, AND AS FAR AS POSSIBLE, EVERY OTHER EMPLOYMENT, INCLUDING MILITARY SERVICE. **BEGINNING WITH YOUR MOST RECENT EMPLOYMENT AND WORK BACKWARD CONSECUTIVELY TO YOUR FIRST ONE.** APPLICANTS MAY BE REQUIRED TO FURNISH SATISFACTORY PROOF OF EXPERIENCE CLAIMED. NO ADDITION OF NEW MATERIAL CAN BE MADE TO THIS SECTION AFTER APPLICATION APPROVAL/DISAPPROVAL. DO NOT SUBSTITUTE A RESUME FOR THIS SECTION

LENGTH OF EMPLOYMENT FROM: MO. YR.  TO: MO. YR.  TOTAL: YRS. MOS  HRS PER WEEK:  REASON FOR LEAVING:	FIRM NAME:	ADDRESS:	CITY AND STATE:
	TYPE OF BUSINESS:	YOUR TITLE:	NAME AND TITLE OF IMMEDIATE SUPERVISOR:
	DUTIES:		

LENGTH OF EMPLOYMENT FROM: MO. YR.  TO: MO. YR.  TOTAL: YRS. MOS  HRS PER WEEK:  REASON FOR LEAVING:	FIRM NAME:	ADDRESS:	CITY AND STATE:
	TYPE OF BUSINESS:	YOUR TITLE:	NAME AND TITLE OF IMMEDIATE SUPERVISOR:
	DUTIES:		

LENGTH OF EMPLOYMENT FROM: MO. YR.  TO: MO. YR.  TOTAL: YRS. MOS  HRS PER WEEK:  REASON FOR LEAVING:	FIRM NAME:	ADDRESS:	CITY AND STATE:
	TYPE OF BUSINESS:	YOUR TITLE:	NAME AND TITLE OF IMMEDIATE SUPERVISOR:
	DUTIES:		

THE NEW YORK STATE HUMAN RIGHTS LAW PROHIBITS DISCRIMINATION IN EMPLOYMENT BECAUSE OF AGE, RACE, CREED, COLOR, NATIONAL ORIGIN, SEXUAL ORIENTATION, MILITARY STATUS, SEX, DISABILITY, GENETIC PREDISPOSITION OR CARRIER STATUS, OR MARITAL STATUS, OR CRIMINAL RECORD. ACCORDINGLY, NOTHING IN THIS APPLICATION FORM SHOULD BE VIEWED AS EXPRESSING, DIRECTLY OR INDIRECTLY, ANY LIMITATION, SPECIFICATION, OR DISCRIMINATION AS TO AGE, RACE, CREED, COLOR, NATIONAL ORIGIN, SEXUAL ORIENTATION, MILITARY STATUS, SEX, DISABILITY, GENETIC PREDISPOSITION OR CARRIER STATUS, OR MARITAL STATUS OR CRIMINAL RECORD IN CONNECTION WITH EMPLOYMENT BY THE MUNICIPALITY.

**BACKGROUND INVESTIGATIONS, FINGERPRINTS AND FEES**  
 FINGERPRINTING IS SOMETIMES REQUIRED AT THE TIME OF APPOINTMENT. IF SO, YOU MAY BE REQUIRED TO PAY THE PROCESSING FEE. BACKGROUND INVESTIGATION: APPLICANTS MAY BE REQUIRED TO UNDERGO A STATE AND NATIONAL CRIMINAL HISTORY BACKGROUND INVESTIGATION, WHICH WILL INCLUDE A FINGERPRINT CHECK, TO DETERMINE SUITABILITY FOR APPOINTMENT. FAILURE TO MEET THE STANDARDS FOR THE BACKGROUND INVESTIGATION MAY RESULT IN DISQUALIFICATION.



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Job Details  
Taylor Park Lifeguard

The Village of Canton is hiring lifeguards for Taylor Park Beach for the 2020 summer season. Applicants must hold current American Red-Cross Lifeguarding/First Aid/CPR/AED and Waterfront Skills certifications to be considered. There are various lifeguard position openings including lifeguard, weekend lifeguard, and substitute lifeguard. Applicants must be available to attend a practical skills test and group interview in early June.

Description

- Responsible for ensuring safety of patrons and monitoring use of Taylor Park
- Perform opening and/or closing duties
- Supervise the swim area and beach and enforce beach and park rules
- Take appropriate action when needed to assist patrons whose safety is in jeopardy
- Provide first aid
- Manage kayak rentals
- Perform daily custodial and maintenance duties including cleaning bathrooms, raking the beach, picking up litter and debris, etc.

Required Qualifications

- Must be at least 16 years old
- Current and valid American Red Cross Lifeguarding/First Aid/CPR/AED certification
- Current and valid American Red Cross Waterfront Skills certification
- Ability to pass pre-employment practical skills test in the water
- Adequate availability from Memorial Day weekend through Labor Day weekend

Preferred Qualifications

- Experience lifeguarding
- Experience teaching swim lessons

If interested in applying, please complete the *Village of Canton Application for Employment* and the *Lifeguard Supplemental Application*. Completed applications can be returned via email **recreation@cantonny.us** in person at the Village Clerk's Office, or via mail to the Village Clerk's Office:

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Supplemental Application  
Taylor Park Lifeguard

1. Which position(s) are you interested in (please check all that apply)?

Lifeguard

Weekend Lifeguard

Substitute Lifeguard

2. Do you have a current and valid American Red Cross Lifeguarding/First Aid/CPR/AED certification?

3. Do you have a current and valid American Red Cross Waterfront Skills certification?

4. Why are you the right person for this position?