

Summary

We welcome and appreciate your interest in employment with the City of Corpus Christi. We are an equal opportunity employer; no information obtained during the recruitment/selection process is intended for any discriminatory purposes.

Pay, Benefits, & Work Schedule

Grade: 205

Salary: \$39,116 - \$64,096 (Annually)

*Although the minimum - midpoint salary range for this position is provided, appointments are typically made at or near the minimum range.

Department: Parks & Recreation – Athletic/Aquatic Programs

E-mail: celenthial@cctexas.com

ATTENDANCE REQUIRED FOR THIS POSITION ARE AS FOLLOWS:

Non rotating 40 hour work week, typical schedule is Monday - Friday, 8:00 am - 5:00 pm, but must be available for evening and weekend activities as needed.

Responsibilities

Manages the overall operations of all Athletic and Aquatic Programs to include facility management. Facilities management includes the operation of 6 pools, 2 gymnasiums, and 6 athletic fields. Prepare and make recommendations regarding program budget, maintain accurate records by monitoring revenues, expenditures and reimbursements, analyze and address cost recovery strategies. Ensure safety and maintenance of facilities by periodic inspections, evaluate, recommend and oversee facility operation and repairs. Coordinate hiring process as well as handle disciplinary issues as needed. Provides excellent customer service, negotiates and resolves sensitive and controversial issues. Be able to problem solve and develop policy for two divisions. Create new programming based on analysis and logical decision. Develop, manage and maintain contract services and facility leases. Monitor performance measures, the Business Plan and measureable reports. May be asked to perform other duties as assigned.

Qualifications

Requires a Bachelor's Degree and three (3) years of related experience or any equivalent combination of experience and education. A valid driver's license is required at time of application and hire. Successful out of state

candidates must be able to obtain a valid Texas driver's license within 90 days of hire. Certified Pool Operations (CPO) and Aquatic Facility Operator (AFO) Certification preferred.

Other Information:

Basis of Rating

Application review and the City may also conduct additional skill assessment tests, in addition to the panel interview.

Closing Statement

Selected applicants must be able to pass a background investigation and a pre-employment drug test.

Any position that lists a minimum qualification for education level and/or license/certification will require the applicant to provide proof of documentation if selected for hire into the position with the City of Corpus Christi.

In the event of an emergency, employees are required to work to provide for the safety and well-being of the general public, including the delivery and restoration of vital services.

This position is classified as "Safety Sensitive". All employees in safety sensitive positions are subject to random drug testing, pursuant to City policy, HR 15.0 Alcohol and Drug Abuse.

Job opening will close on:

November 11, 2015