

JOB DESCRIPTION

JOB TITLE: BEACH ATTENDANT

RESPONSIBLE TO: Operations Manager

CONDITION: 42 hr / week

SUMMARY

The Department of the Environment, Sustainability, Climate Change and Heritage (DESCC) undertakes the responsibilities of Gibraltar's beaches, the GSLA bathing Pavilion and several pools including Europa Pool.

Beach Attendants must comply with the monthly roster and provide a professional service throughout their employment. Additionally, maintain the minimum standards by attending mandated training during the employment as directed by management.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Beach Attendants are responsible to the Lifeguard Line Manager, through the Beach Supervisors, and ultimately to the Operations Manager. Additionally, it includes the following:

1. Work on a shift rotation which includes weekends, public holidays and National Day. Reporting for work 10 minutes before opening time, wearing the beach attendant uniform and carrying the necessary equipment.
2. Undertake beach attendant duties in a professional manner and comply with the beach and bathing facility Normal Operating Procedures (NOP's). Ability to assimilate and react quickly to instructions and changes to NOPs in the interest of public safety.
3. Be acquainted and understand the Emergency Action Plans (EAP's) of each beach and bathing facility. Initiate and implement the EAP as and when necessary.
4. Prepare equipment and stay alert, attentive and focused, and maintain an active posture. Carry out effective and preventive actions to prevent injury.
5. Be prepared to assist people with a disability, an injury, or people with impaired visibility or hearing, following the correct procedures and using the appropriate equipment, in a professional manner.
6. Comply with policies and procedures diligently, including beach and pool facility rules. Advise the general public of these rules as and when necessary.
7. Follow management, Beach Supervisors and Head Beach Attendant instructions diligently.

8. Assist the lifeguard in maintaining the lifeguard post and areas of responsibility in a tidy and clean state. Carry out cleaning tasks, and other reasonable tasks as directed by the Beach supervisor.
9. Attend a manual handling module and maintain the skills by attending mandated training as directed by management.
10. Report all occurrences which may adversely affect the standing of the department, breaches of department policy, accidents and situations with positive outcome but which potentially could have resulted in injuries, including involving yourself, other beach attendants, lifeguards, supporting employees or members of the general public.
11. Report immediately any court summonses, arrests, or prosecutions which you receive, or which may affect your beach attendant status.

REQUIREMENTS:

1. Be medically fit and able to carry out beach attendant duties. A medical certificate may be required at management discretion.
2. Be mentally, physically and emotionally prepared at all times to undertake the beach attendant role.
3. Attend the manual handling module as and when directed by management.
4. Attend the Return to Work Competency module, induction module, and on-site training modules.
5. Be prepared to work over 42 hours per week as specified in the monthly roster.
6. Knowledge of the spoken and written English language and spoken Spanish language desirable.
7. Previous beach attendant experience is desirable but not essential as this will be part of the operations pre-requisite before performing beach attendant duties.

PERSON SPECIFICATION – BEACH ATTENDANT

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications	Must successfully complete and pass Manual Handling module.	Be prepared to undergo role-based training. Safeguarding Level 1 or be prepared to undertake this training whilst on appointment.
Experience		Experience as Beach Attendant. Experience in customer care and dealing with the general public.
Knowledge	Able to write reports, including incident reports accurately. Must have a good understanding of the equipment	
Key Skills	Good communication skills and team player. Able to work under pressure and in difficult situations. Able to assimilate and disseminate instructions and liaise with other agencies including the EPRU, GAS and RGP.	
Other Requirements	As reasonably directed by the Management, Beach Supervisor or Head Beach Attendant.	