



**PARKS, RECREATION & TOURISM DEPARTMENT
OPEN POSITIONS
Job Posting Date – May 9, 2017**

The City of Conway Parks, Recreation & Tourism Department is seeking qualified candidates for the following positions:

Temporary Summer Positions

- Summer Camp Counselors CPR/First Aid CPR certification preferred

Temporary positions for summer camp program which runs June–August, Monday–Friday, 8:00 am – 6:00 pm for children the age of 5-12. Duties include but are not limited to implementing and organizing games, sports, activities and other duties as required. Must be at least 16 years of age.

- Summer Lifeguards Certified in Lifeguard Training, CPR and First Aid Required

Temporary positions for the Recreation Center and Smith Jones Park pool. Must be at least 15 years of age and available to work a variety of hours including evenings and weekends to ensure a safe aquatic environment for swimming pool patrons.

Part-Time Positions

- Recreation Center Front Desk Staff CPR/First Aid CPR certification preferred

Duties include but are not limited to membership sales, member satisfaction, customer service, facility set-up and performing other departmental activities as required.

- Fitness Staff CPR/First Aid CPR certification preferred

Adheres to and enforces department rules and regulations, work methods and procedures for fitness/wellness activities to include but not limited to teaching fitness/wellness instruction and maintenance of all cardio and strength equipment and other department activities as required.

Interested persons should submit an application to: Lynn S. Smith, Human Resources Director at PO Box 1075, Conway, SC 29528. Applications may be obtained from the SC Department of Employment and Workforce Center at 200-A Victory Lane, Conway, SC 29526 or downloaded from the City's website at www.cityofconway.com. These position will remain open until filled.

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