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| **Community:** | Garden Spot Village |
| **Department:** | Wellness |
| **Reports to:** | Wellness-->Director of Wellness |
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| **Overview:** | The Wellness Maintenance Associate oversees the Wellness areas including pool, spa, fitness center, and the Gardens North exercise room, pool & spa areas. Primary function of this position is cleaning and maintenance the wellness areas. S/he ensures the highest standard of safety and customer service in the Wellness Center, pool & spa to the residents, staff, guest and any other patron. |
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**Essential Functions**

* Complies with established policies and procedures and maintains established standards and practices including the Compliance Program/Code of Conduct.
* Follows Residents’ Rights policies at all times.
* Maintains strict confidentiality about all information concerning residents, including but not limited to their physical and emotional condition, financial matters as well as all family-related issues.
* Performs proper opening and closing responsibilities for the Wellness Center.
* Maintains a safe and clean Wellness environment, including the pool, spa, fitness areas and Gardens North exercise room.
* Enforces all Pool/Spa and Wellness policies and procedures as stated by the Wellness Department of Garden Spot Village.
* Greets patrons of the Wellness Center, makes sure they all sign in.
* Communicates any and all patrons' problems, questions and concerns to the coordinators or the Director.
* Communicates any and all maintenance and repair concerns to the Wellness Coordinator or the Director.
* Performs pool and spa water tests as instructed.
* Performs pool maintenance, e.g., vacuums, scrubs tile, etc. Completes daily maintenance checklist.
* Performs fitness maintenance, i.e., dusting, vacuuming. Completes daily maintenance checklist.
* Provides Rescue, CPR, First Aid or any other aid as needed. Follows emergency procedures as set by Garden Spot Village.
* Dresses appropriately: Swim trunks/suit, fitness apparel and proper footwear.
* Performs other duties and responsibilities as assigned.

**Job Qualifications**

* Current CPR & First Aid certifications.

**Equipment to be Used**

* Water test kit.
* First Aid supplies.
* Vacuums: Pool, Carpet & wet/dry
* Pressure washer
* Other cleaning supplies

This job description does not constitute a contract for employment.

I have read, understand, and will comply with this job description.

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Team Member Name (Please Print)

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Team Member Signature Date

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Department Supervisor Signature Date

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Human Resources Director Signature