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Pool Systems Technician

JOB CODE	JOB FAMILY	PROFILE
JCV449	**Trades, Crafts and Other Skilled Work**	**Pool Systems Technician**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Hourly	**$21.15 - $30.13**	**April 10, 2026**

The Pool Systems Technician repairs and maintains swimming pool mechanical systems and facilities, and aides in maintenance of mechanical equipment, facility maintenance, and staff training.

Job Description

DUTIES AND RESPONSIBILITIES

- Maintains swimming pool mechanical systems and coordinates necessary repairs with outside vendors as needed.
- Performs seasonal pool start-up, preparation, closure, and winterization for all pools.
- Conducts water safety programs and instructs staff on lifeguard techniques.
- Assists in developing aquatic programs and supervising staff.
- Installs, maintains, and repairs pool-related motors, filters, pumps, boilers, sanitation systems, pit areas, tanks, and pool surfaces.
- Maintains a written work order log and submits progress reports as requested. Creates and maintains maintenance checklists.
- Tracks inventory of equipment, supplies, and materials. Submits requests for new materials to department administration as needed.

- Supports seasonal aquatics staff with general pool maintenance.
- Inspects, diagnoses, and repairs similar mechanical systems as assigned. Prepares maintenance schedules and reports.
- Performs basic building maintenance duties as required.
- Assists in developing procedures and materials for training seasonal aquatics staff in general pool maintenance.
- Directs subordinate staff in the operation and maintenance of County pools.
- Handles sensitive and confidential records, plans, and documents in compliance with confidentiality requirements.
- *The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.

MINIMUM QUALIFICATIONS

- High School Diploma or GED.
- Four (4) years of work experience as a skilled maintenance and/or mechanical repair with pool maintenance experience desired. Must have knowledge of pool mechanical and filtration systems, motors, and small engine repair.

  *Any equivalent combination of related education and/or experience may be considered for the above requirements.

SUPPLEMENTAL INFORMATION

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.
- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver’s license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.
- Must be able to obtain CPO (Certified Pool Operators) certificate within first year of employment.

WORKING CONDITIONS

- Employee works outdoors 75% of time when assigned to outdoor pool; employee is outdoors 25% of time when assigned to inside pool.

- Indoor duties are performed in a temperature-controlled environment. Worker is also exposed to natural weather conditions while performing outdoor duties.
- Worker is exposed to wet concrete and mat surfaces while working. Duties may be performed on surfaces such as concrete, asphalt, natural ground, ramps, stairs, and wooden decks.
- Worker is exposed to occasional vibration and noise factors while performing maintenance and repair duties.
- Worker is exposed to fumes/odors and hazardous chemicals.
- Work hazards, or potential work hazards, include exposure to electric motors, moving mechanical parts, and working on slick surfaces.
- Employee must be flexible with work hours as required.

EQUIPMENT, TOOLS, AND MATERIALS

- Employee handles writing utensils, various paperwork, files and reports in the documentation of statistical reports, daily pool chemistry logs, and ordinary office record keeping.
- Worker uses a wide variety of hand tools and power tools in the performance of duties.
- Worker uses various electrical parts, appliance parts, and plumbing parts in the performance of many repair and maintenance jobs.
- Employee must utilize a filter mask when handling hazardous chemicals.

Additional Description

This job profile is classified as safety-sensitive. Employees with safety-sensitive job profiles are subject to pre-employment, reasonable suspicion, post-accident, return-to-duty, and random drug & alcohol testing in accordance with the organization’s Drug and Alcohol Testing Policy.

Duties that require a Commercial Driver’s License (CDL), firearm(s) use, or are otherwise regulated under the Federal Aviation Administration (FAA), Federal Motor Carrier Safety Administration (FMCSA), or the Omnibus Transportation Employee Testing Act, are subject to all applicable federal drug and alcohol testing requirements. Employees in these federally regulated positions must comply with all DOT testing procedures, including enrollment in a DOT-compliant random testing pool.