



Human Resources

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Pool Systems Technician

JOB CODE JCV533	JOB FAMILY Trades, Crafts and Other Skilled Work	PROFILE Pool Systems Technician
PAY TYPE Hourly	PAY RANGE \$22.81 - \$36.01	REVISION DATE August 21, 2026

Performs specialized technical work in the inspection, diagnosis, maintenance, and repair of swimming pool mechanical systems and related facility equipment. Supports safe and reliable pool operations through preventive maintenance, seasonal pool start-up and closure, vendor coordination, inventory tracking, and training support for seasonal aquatics staff.

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 activities for all County pools.
- Supports water safety programs and provides staff instruction related to pool maintenance, safety procedures, and equipment use.
- Assists with aquatic program operations and provides guidance to seasonal aquatics staff as needed.
- Installs, maintains, and repairs pool-related motors, filters, pumps, boilers, sanitation systems, pit areas, tanks, and pool surfaces.
- Maintains written work order logs, submits progress reports as requested, and creates and maintains maintenance checklists.

- Tracks inventory of equipment, supplies, and materials, and submits requests for new or replacement materials to department administration as needed.
- Supports seasonal aquatics staff with general pool maintenance and routine facility needs.
- Inspects, diagnoses, and repairs similar mechanical systems as assigned; prepares maintenance schedules and related reports.
- Performs basic building maintenance duties as required.
- Assists in developing procedures and training materials for seasonal aquatics staff related to general pool maintenance.
- ****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.
- Five (5) 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.