

Jaiden Klein

Aquatics Operations Supervisor

📞 (478) 555-2841 ✉️ jaiden.klein@example.com

🌐 linkedin.com/example/jaidenklein 📍 Warner Robins, GA 31088

STRENGTHS

- 👥 **Staff Coordination**
Built schedules around coverage needs and certifications. Staff often sought help resolving shift questions and service gaps.
- 💧 **Water Quality**
Kept testing, chemical checks, and supply counts connected. Consistent logs made daily pool decisions easier.
- 🔧 **Facility Care**
Inspected pumps, filters, and mechanical spaces early. Small findings became planned repairs instead of public disruptions.
- ♥️ **Safety Leadership**
Reinforced accident prevention and protective equipment use. Clear reminders helped teams respond with confidence during busy periods.
- ☰ **Work Prioritization**
Sorted requests by risk and urgency. Supervisors received useful updates, and repairs fit more smoothly around programming.

SKILLS

Aquatic Facility Operations

Staff Supervision Scheduling

Payroll Reporting

Performance Appraisals

Pool Chemistry Water Testing

Filtration Systems

Chemical Inventory

Pool Equipment

Preventive Maintenance

Work Order Prioritization

SUMMARY

Aquatics operations professional with four years and three months supervising public pool environments, coordinating staff coverage, maintaining safe water conditions, and supporting dependable facility service. Bachelor of Science graduate in **Parks and Recreation Management** with **Certified Pool/Spa Operator** credentials, current First Aid, CPR, and AED certification for adults, children, and infants, plus Lifeguard Certification. Hands on work includes scheduling, **payroll reporting**, performance feedback, chemical inventory, water testing, filtration systems, pumps, work orders, **preventive maintenance**, and facility inspections. Practical knowledge covers HVAC, plumbing, electrical systems, carpentry, computer applications, safety procedures, and accident prevention. Clear communication supports staff decisions, repair coordination, public readiness, and calm responses during busy indoor and outdoor operations.

EXPERIENCE

Aquatics Operations Supervisor

Bluewater Community Recreation 📅 July 2024 - Present 📍 Warner Robins, GA

Leads daily **aquatic facility operations**, staff coverage, payroll reporting, water quality, work orders, equipment checks, and public readiness. Provides operational direction while coordinating maintenance decisions, safety practices, and service continuity.

- Directed lifeguard coverage and opening checks, keeping public facilities ready for scheduled operations.
- Built weekly schedules and verified time records, supporting accurate payroll reporting and staffing decisions.
- Tested pool water and adjusted chemicals, maintaining CPO aligned records for safe swimming conditions.
- Inspected **pumps**, filters, mechanical rooms, and storage areas, improving early identification of equipment issues.
- Prioritized **plumbing**, HVAC, electrical, and **carpentry** work orders around public operating hours.
- Coached staff on **accident prevention**, cleanliness, **protective equipment**, and clear emergency communication.

Assistant Aquatics Supervisor

Pinecrest Aquatic Club 📅 July 2022 - June 2024 📍 Macon, GA

Supported year round pool operations through shift coordination, **water testing**, filtration inspections, minor repairs, supply control, and work request tracking. Helped maintain reliable programming through practical maintenance and clear updates.

- Coordinated shift coverage and opening tasks, resolving frontline questions for lifeguards and attendants.
- Performed documented water tests and chemical checks, keeping treatment supplies available for scheduled operations.
- Inspected filtration equipment, pump rooms, deck fixtures, and facility systems before programming began.
- Completed minor plumbing, electrical, carpentry, and **HVAC** repairs using hand tools and service records.
- Ranked work requests by safety impact and urgency, giving supervisors clear status updates.
- Strengthened facility readiness through cleaning inspections, equipment checks, and chemical handling reminders.

Aquatics Facility Coordinator

Cedar Grove Parks Department 📅 July 2021 - June 2022 📍 Macon, GA

Safety Procedures

Problem Solving Communication

LANGUAGES

English Native

Spanish Beginner

MY CAREER



● Aquatics Operations
Supervisor at Bluewater
Community Recreation (2.2
Years)

● Assistant Aquatics
Supervisor at Pinecrest Aquatic
Club (1.9 Years)

● Aquatics Facility Coordinator
at Cedar Grove Parks
Department (11 Months)

Coordinated pool deck activities, facility inspections, safety equipment checks, basic repairs, supply records, and shift communication. Built practical knowledge of filtration, chemicals, work requests, and public recreation service under experienced aquatic leadership.

- Checked pool decks and safety equipment, supporting orderly public spaces before programs opened.
- Recorded water tests and filtration observations, building dependable CPO preparation habits.
- Inspected equipment for leaks, wear, unusual sounds, and defects requiring corrective action.
- Completed assigned carpentry and plumbing upkeep, supporting reliable daily **facility operations**.
- Communicated work priorities and safety expectations to seasonal staff during active programs.
- Maintained inspection notes, supply records, and work requests through office **computer applications**.

PROJECTS

Pool Chemistry and Filtration Readiness 📅 2024

Created recurring checks for water testing, chemical inventory, pump inspection, filtration review, and clear documentation supporting safe public use.

Aquatic Work Order Coordination 📅 2023

Organized facility requests by safety impact and urgency, linking minor repairs, preventive maintenance, operating hours, and service continuity.

LEADERSHIP & AWARDS

- Recognized by recreation leadership for dependable aquatic operations and calm staff direction during busy public programs.
- Selected for expanded supervisory responsibility after consistent scheduling, water quality, maintenance, and safety performance.
- Commended by teammates as a reliable resource for pool equipment questions and practical facility problem solving.

EDUCATION

Bachelor's Degree in Parks and Recreation Management

Georgia Southern University 🎓 GPA: 0 📅 2021 📍 Statesboro, GA

Coursework: Aquatic facility operations, recreation administration, risk management, personnel supervision

CERTIFICATIONS

- Certified Pool/Spa Operator 📅 2024
- First Aid, CPR, and AED for Adults, Children, and Infants 📅 2026
- Lifeguard Certification 📅 2025
- Valid Georgia Driver's License 📅 2021

TECHNICAL SKILLS

- **Pool Systems:** Pumps, filtration systems, pump rooms
- **Water Quality:** Pool chemicals, water testing, testing instruments
- **Facility Maintenance:** HVAC, plumbing, electrical systems
- **Repair Methods:** Carpentry, hand tools, preventive maintenance
- **Work Management:** Work orders, service records, maintenance logs
- **Safety Operations:** Accident prevention, protective equipment, safety procedures
- **Staff Administration:** Scheduling, payroll reporting, performance appraisals
- **Office Applications:** Computer applications, office equipment, document records
- **Aquatic Service:** Lifeguard operations, pool deck readiness, public programming
- **Communication:** Written communication, oral communication, staff direction

PROFESSIONAL AFFILIATIONS

- Member, Georgia Recreation and Park Association, supporting continued learning in public recreation operations.

- Member, Association of Aquatic Professionals, following current pool safety and facility care practices.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST