



**ALISON VIEJO AQUATIC CETNER LIFEGUARD**  
**Opening Duties**

Clock In
Retrieve Facility Keys From Premier Lockbox <b><u>(Scramble Lockbox!)</u></b>
Unlock Office
Unlock and Walkthrough/Clear Bathrooms Of Trash, Lost & Found, Hazards, Etc.
Remove Pool Covers & Store Trolley In Tarp Yard, Cranks By Front Door (Winter)
Bring Patio Heaters Out From Bathroom Onto The Deck (Winter)
Take Pool Vacuum Out Of Water And Store In Pump Room
Inspect/Setup Med boxes, Backboards, & Umbrellas By Lifeguard Stands
Turn On Wet play, Kiddy Pool, & Lights (If Dark)
Unlock Rec Pool Gate <b><u>(Scramble And Lock Back Onto Fence!)</u></b>
Organize Furniture, Open Up Umbrellas, Clean Trash, & Inspect For Hazards
Assist Admins & Swim Instructors
Communicate Any Issues With Manager On Duty