

Pool Operations Supervisor
Job Number: 201802257
Closing: 9/18/2026 11:59 PM Central
Salary: \$60,320 - \$75,920 Annually

Posted range is the starting salary. Pay rate offered is based on experience.

Applications must be submitted through our website:

<https://www.roundrocktexas.gov/city-departments/human-resources/job-openings/>

About City of Round Rock

Round Rock, Texas with a population of more than 120,000, is located 15 miles north of Austin the Central Texas Hill Country. Round Rock is the 31st largest city in Texas, according to the 2010 U.S. Census Bureau data. Major employers include Dell, Round Rock Premium Outlets, Kalahari Resorts and Conventions, Ascension Seton Williamson, Baylor Scott & White Healthcare, St. David's Round Rock Medical Center, Emerson Process Management, Amazon, and UPS. Its combined property tax and utility rates are among the lowest in the region. It has an award-winning park system, school district and is one of the safest cities with a population of at least 100,000 in the United States. Round Rock is one of the fastest growing cities in the nation, and one of the best-managed cities in Texas. The City has maintained a high quality of life while becoming a major center for economic growth in Central Texas, with industry clusters in innovative manufacturing, Life Sciences and Healthcare, Professional/Financial Services and Technology and Computing.

Description

This position is responsible for the daily operations, safety oversight, and supervision of seasonal team members at a City of Round Rock water park. This role ensures a clean, safe, and enjoyable environment for all by managing team members, coordinating rentals and programs, maintaining facility standards, and adhering to all regulations. Under the direction of the Aquatics Manager, this position is expected to provide excellent customer service and support efficient operations throughout the water park season.

Examples of Duties

- Oversee daily facility operations, including pool opening and closing procedures, guest experience, water park attractions, rental spaces, gates, and related areas.
- Assists with the selection, hiring, training, and scheduling of the seasonal water park operations team.
- Assigns and supervises on-site seasonal operations teams, including Pool Managers, Assistant Managers, Head Lifeguards, Lifeguards, Cashiers, and Pool Attendants.
- Manages the review and approval of employee timesheets.
- Reviews and approves daily financial reports for the water park in accordance with established fiscal control policies and procedures.
- Leads or assists with in-service training for all seasonal aquatic operations team members.
- Maintains accurate records and reports related to attendance, incident reports, chemical logs, and financial documentation.
- Assists with pump room operations, water chemistry, and mechanical troubleshooting.
- Coordinates maintenance needs with internal pool technicians and external contractors, ensuring timely resolution of issues.
- Evaluates and executes operational procedures, emergency action plans, and risk-management practices.
- Maintains inventory of facility supplies and equipment; recommends purchases and maintenance needs.
- Provides on-call support as part of a scheduled rotation.
- Performs other job-related tasks as required.

Experience and Training

- Bachelor's degree from an accredited four-year college or university in Recreation, Parks Administration, or a related field.
- One (1) year of experience working in Aquatics facility operations. Experience may substitute for the education requirement on a year-for-year basis.
- One (1) year of progressive leadership experience

Certificates and Licenses Required

- American Red Cross Lifeguard Instructor Certification
- CPR and First Aid
- Valid Texas driver's license

Preferred

- Water Safety Instructor/Swim Instructor Certification
- Lifeguard Instructor Trainer Certification
- Water Safety Instructor Trainer/Swim Instructor Trainer Certification
- CPO or AFO preferred or willing to obtain within one (1) year of hire

Visit our website to learn more about this job and our organization.