



March 1, 2017



Dear Sea Girt Lifeguard,

Enclosed is your 2017 lifeguard application. Please fill it out completely and return to the Borough Hall address on the application. Please return to Borough Hall no later than April 30th 2017. You can also scan and return as PDF to me by email.

With **SOME** anticipated turnover this year, I would like to get a handle on who is planning on returning and what scheduling issues there may be. If you are not returning, I would ask that you please let me know that as well. The beach took a hit this year with a few nor'easters but is coming back. They completed the additional outflow pipe at North Beach which will also present new challenges possibly.

There will be a Pre Employment Swim and Stamina test at the Atlantic Club in Wall Township in May. The date is set for **Sunday, April 30th at 1 pm** or **Sunday, May 7th at 1 pm**. New applicants will be at the first date on Sunday. You really should try to attend one of these tests to get the requalification's out of the way.

- ◆ The pool test will be: A 500m test in 10 minutes or less.
- ◆ The stamina test will be two parts: A 1 1/2 mile run in 12 minutes or less.
- ◆ You will need to be at the outdoor pool (under the bubble) 15 minutes before the test. Please bring a towel, goggles etc., as they will not be provided for you. Please bring appropriate footwear for the run test.
- ◆ There are NO EXCEPTIONS – you must complete both sections before working.

If you can not make the pool test, you will have until **Thursday June 15th** to take the test in the ocean. As always, we work weekends until the 3rd weekend of June(16/17/18) then start full time that weekend and work through the 2nd or 3rd weekend after Labor Day.

As you know your work as a lifeguard is important, and the people that visit the beachfront rely on you for your professionalism and skills. Please be ready to work and be in shape for your job. Recertification training will be ongoing starting in May.

If you are interested in working skeleton crew the weeks before Memorial Day, please get in touch with me. There are also a few spots available for work starting in April through June for skeleton work and assisting in getting the beachfront ready. Those hired or rehired are reminded that you are at will employees while employed. If you have any questions, please do not hesitate to call **(732.245.2860)** or email me **(tharmon@seagirtboro.com).**

The preseason work consists of maintenance to equipment, painting and getting all equipment ready for the season. We are looking to paint the inside of HQ in addition to our normal work. We will start around the first week in April for some.

We were awarded a very special award this year from the Municipal Joint Insurance Fund who insures most of the towns in Monmouth County. Thank you to all of you as it's a recognition of the entire lifeguard staff and one that we all can take credit for. This award is for our safe practices in our daily operations and effort in our administrative end of the beach patrol. I am in the process of updating all our policies and procedures and operating guidelines. This is being done to tighten them up a bit and once done you will all be forwarded a copy.

The Junior Lifeguard program schedule is being finalized and will be forwarded out to you once complete. All information will also be posted on line. We are looking forward to another great year with this program. All of us play a part in the success of the JG program from the administration to the LG that instructs to the LG that sits solo while the program is in progress – it's a team effort.

This is the 100th year celebration for the town and they have many things planned to celebrate this milestone. The lifeguards will also be involved in these centennial festivities. There is a committee working in town on this and we will be notified as they finalize a schedule. We will also be providing uniforms with 100th anniversary special logos for everyone working this year.

Sincerely,

Timothy Harmon

Timothy Harmon
Chief of Lifeguards
Emergency Management Coordinator
Borough of Sea Girt, NJ

e. tharmon@seagirtboro.com

o. 732.449.9335 x 15

f. 732.449.9162



Employment Prerequisites for the Sea Girt Beach Patrol

1. Minimum age: 16 years of age
2. Physical Condition:
 - a. normal hearing
 - b. 20/20 vision normal or corrected
 - c. no disabling deformities or conditions
 - d. demonstration of the ability to handle any and all situations indigenous to the area of responsibility
 - e. **a medical doctors statement certifying that you are healthy enough and are in good physical shape to participate in the strenuous physical activity of a lifeguard. This is required for all lifeguards**
3. Each new applicant will participate in a pre-employment strength, stamina, and swimming test. This test will consist of the applicant completing a distance of 500 meters in a time of 10 minutes, a 50 meter cross chest carry of a victim, and a 1 ½ mile run in 12 minutes.
4. All lifeguard applicants will be trained in American Heart Association Professional Care Giver CPR. This will include training/testing in one man adult, two man adult, infant, child CPR, obstructed airway, and breathing devices.
5. All lifeguard applicants will be trained/tested in American Red Cross or comparable Standard First Aid, cervical and spinal immobilization, emergencies specific to the beachfront, other common first aid emergencies, and interfacing with outside agencies in respect to medical emergencies. The above coursework totals the USLA minimum 21 hours of first aid training, however normally exceeds the minimum training time.
6. All lifeguard applicants hired(in training), will attend "Lifeguard School" a course of a minimum of 40 hours of open water lifeguard training, lifeguard operations skills, and ocean awareness, and other information pertinent to the job of a lifeguard.
7. All lifeguards hired will be subject to background investigations and drivers license checks conducted by the Borough of Sea Girt administration. Information and release of information request will be forwarded to you once hired/rehired.



LIFEGUARD & WATER SAFETY DEPARTMENT

APPLICATION FOR EMPLOYMENT

Name: _____ Social Security # _____

Mailing Address: _____ Summer Address: _____

Phone: _____ Phone: _____

Date of Birth: _____ Height: _____ Weight: _____

E-Mail Address: _____

Previous Sea Girt Beach Employment: _____

Other Beach Related Experience: _____

Date Available for Work: _____

Date Available Until: _____

Can You Work A Five Day Work Week? Y N If No, Then How Many Days: _____

T-Shirt Size S M L XL XXL Board Short/Waist Size: _____

Rash Guard Size S M L XL XXL Jacket size: _____

Do you hold a current CPR card: Y N date of expiration: _____

Do you hold a current First Aid card: Y N date of expiration: _____

Do you hold any USLA open water lifeguard certification: Y N

Do you hold any other certification pertinent to Lifeguarding: _____

Signature: _____ Date: _____

*Please send all applications to: Borough of Sea Girt
Attn: Beach Department-Lifeguards
P.O. Box 296
Sea Girt, N.J. 08750*

Be advised: Lifeguarding is a physically demanding job. You will need a Medical Doctors note stating that you are able to perform the duties of a lifeguard.

- If you are a **new applicant**, you will need this before the pre employment swim test in May.
- If you are a **returning Sea Girt Lifeguard**, you will need this before you start any type of work related duties for the Borough of Sea Girt or sign the Employee Qualification form attached certifying you are physically able to perform the job of a Lifeguard since last physical.



Sea Girt Beach Patrol – Hepatitis B – PDT Training

Name: _____

Date: _____

_____ I would like to receive the Hepatitis B vaccination, I understand that it is a series of three shots and I have to receive all of them for proper vaccination.

_____ I already have the Hepatitis B vaccination, and do not need or wish to have it provided by the Borough of Sea Girt – Date of inoculation _____

_____ I do not have the Hepatitis B vaccination, and **do not need or wish to have it** provided by the Borough of Sea Girt

Signature: _____

Training Date: _____ (office use only)



Sea Girt Employee Qualification Certification

Employee Name	
Position/Title	
Period Beginning May 1, 2017	
Other	

Driver Qualification

I certify that both my Driver's License and commercial Driver's License are current with no disqualifications.

Signature

Date

Medical Legal Qualification

I certify that I have no legal/police outstanding issues and or Medical problems that would disqualify me from performing my official duties as a Sea Girt Employee.

Signature

Date

Certification Verification

I agree to supply a current copy of my Driver's License for Verification.

Signature

Date

Witness Signature

Date



DIRECT DEPOSIT INFORMATION

EMPLOYEE NAME: _____

NO CHANGES FROM PREVIOUS YEAR: _____



NEW ACCOUNT/NEW BANKING INFORMATION

BANK NAME: _____

ACCOUNT NUMBER: _____

ROUTING NUMBER: _____

CHECKING: _____ SAVINGS: _____ (please check one)



Medical Qualification for Sea Girt Beach Patrol

I certify that I have examined and documented the following individual:

Name: _____

Mailing Address: _____ Summer Address: _____

Phone: _____

Date of Birth: _____ Height: _____ Weight: _____

and certify that his/her condition below:

_____ **does** possess adequate vision, hearing acuity, physical ability and stamina to perform the strenuous duties of an open water ocean lifeguard

_____ **does not** possess adequate vision, hearing acuity, physical ability and stamina to perform the strenuous duties of an open water ocean lifeguard

To perform the effective duties of an open water ocean lifeguard the above must be able to do the following: (some examples listed below)

- Ocean Swimming
- Run and sprint in the soft and hard sand
- Jump and land in the sand from their tower four -six feet in the air
- Use equipment such as a rescue can, paddleboard, ocean kayak, lift a backboard with a patient on it
- Able to row a boat
- Able to swim and rescue someone in the ocean larger than them and bring them to safety
- Able to perform CPR skills for extended period of time

Signature of Physician

Date

Physician address