



February 1, 2024

Dear Sea Girt Lifeguard,

Enclosed is your 2024 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 12th 2024**. **You can also scan and return as PDF to me by email. We have also added an online application to fill out instead if easier and you can find this at:**

[ON LINE APPLICATION LINK HERE](#)

We will still need parts of the application, like the medical qualification, W4 and direct deposit returned by paper copy.

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. Many of you responded to my return intent request over the winter, some did not. If you are not returning, I would ask that you please let me know. Part time employees will again be held to advance scheduling and requirements for this summer. The beaches south of Baltimore to the Manasquan border has received new sand from replenishment. The sand is already shifting sand is creating new sandbars and wave action unlike we have seen in years. The surf zone right now is very shallow with sandbars and breaking waves off shore. There are lots of inshore holes and areas for rip currents north of Baltimore Blvd beach.

There will be Pre-Employment Swim and Stamina tests at the **Neptune Aquatic Center in April and May**. The dates are **Saturday, April 13th, 5-6 pm, Saturday April 27<sup>th</sup> 5-6pm, Friday May 3<sup>rd</sup> 5-6pm**.

I strongly urge you to attend these tests and if you cannot please communicate when you will be able to complete your requalification testing.

**You will need to complete your SWIM and RUN requalification testing before full time starts – and this must be complete by June 14th.**

- ◆ 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 pool 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 full time starts.

If you cannot make the pool test, you will have to take the test in the ocean before working full time. There will not be the available "run over to the pool" like we have been able to do in the past for testing.

*P.O. Box 296 Sea Girt, New Jersey 08750*  
[www.seagirtbeachpatrol.org](http://www.seagirtbeachpatrol.org) 732.449.9335 LGHQ 732.449.9162 LGHQ fax

As always, we work weekends until the weekend of June (15/16) then start full time that weekend and work through the last weekend in September. We will have small pre-season crew working select towers after Memorial Day, prior to full time - similar to the past few years Monday to Friday.

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. We will have scheduled training weekends prior to MDW for this. These will be refresher weekends to complete the re-certifications of CPR, First Aid and review of operations. Many of you are home from school and ready to get to work, using these weekends before MDW is beneficial. We will also be utilizing the on line learning system when necessary, so much of the work can be completed at home.

If you are interested in working pre-season, there will be a few spots available for work starting in April through June for pre-season work and assisting in getting the beachfront ready. Those hired or rehired are reminded that you are at will employees while employed.

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. There is always something to do and the help is appreciated.

The Junior Lifeguard program schedule has been finalized and will be forwarded out to you shortly. All information will also be posted on line. We are looking forward to another great year with this program. We anticipate a similar schedule for 2024. All of us play a part in the success of the JG program from the administration to the Lifeguard that instructs to the Lifeguard that sits solo while the program is in progress – it's a team effort. Thank you to everyone for your help and to Jill, Sarah and Gary leading the efforts with JGs and Surf School.

I have proposed increases and adjustments to the salary guide for this summer once again. Last year the starting salary was 16 per hour and I am asking for 17 or as close to it as I can get with adjustments to additional steps. The budget process is still in the works. We are always looking for good candidates and would appreciate your help in helping find some to fill spots with the best possible ones out there. The next few months will go fast – please get your information back and scheduling requests as soon as you can.

If you have any questions, please do not hesitate to call or email me.

Sincerely,

*Timothy Harmon*

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

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## **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 returning lifeguard and 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 Safety and Health Institute BLS Provider for the Healthcare Provider CPR. This will include training/testing in one man adult, two man adult, infant, child CPR, obstructed airway, breathing devices, oxygen and use of and AED and bag valve mask devices.
5. All lifeguard applicants will be trained/tested in American Safety and Health Institute Advanced First Aid. Additional training in 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 70 hours of open water lifeguard training, lifeguard operations skills, and ocean awareness, and other information pertinent to the job of a lifeguard such as Borough policies and procedures, sexual harassment, workplace bullying or violence, whistleblower protections and the proper procedure to report such incidents.
7. All lifeguards hired will be subject to background investigations 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.

FOR OFFICE USE ONLY:

Rate of Pay: \_\_\_\_\_ Amount: \_\_\_\_\_

Pre Employment Swim Time: \_\_\_\_\_

Pre Employment Run: \_\_\_\_\_

Open Water Certification Time: \_\_\_\_\_

Certification Run: \_\_\_\_\_

Open Water Testing Checklist:

Sit Row \_\_\_\_\_  
Stand Row \_\_\_\_\_  
Run \_\_\_\_\_  
Kayak \_\_\_\_\_  
Paddle \_\_\_\_\_  
Rescue \_\_\_\_\_  
Line/Torp \_\_\_\_\_  
First Aid Training \_\_\_\_\_  
Backboard \_\_\_\_\_  
CPR \_\_\_\_\_  
AED \_\_\_\_\_  
Other \_\_\_\_\_  
Other \_\_\_\_\_

Uniform:

Shirt Size: \_\_\_\_\_ # of \_\_\_\_\_  
Tank Top: \_\_\_\_\_ # of \_\_\_\_\_  
Short Size: \_\_\_\_\_ # of: \_\_\_\_\_  
Long Sleeve: \_\_\_\_\_  
Wind Pant: \_\_\_\_\_  
Hat: \_\_\_\_\_  
Whistle: \_\_\_\_\_  
Rash Grd: \_\_\_\_\_  
Other: \_\_\_\_\_  
Other: \_\_\_\_\_

Notes:

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## Sea Girt Employee Qualification Certification

<b>Employee Name</b>	
<b>Position/Title</b>	
<b>Period Beginning</b> May 1, 2024	
<b>Other</b>	

### **Driver Qualification**

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

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

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### **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