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| **ASSISTANT Facility manager**  **SALARY GRADE: HBC5** | Halton Borough Council  resourcing@halton.gov.uk |
| Working at Halton | |
| All our colleagues at Halton have made a positive commitment to delivering great outcomes for our communities. Whoever joins us will share that passion for outstanding service, and strongly align with the values which define our workplace culture:   * Working Together – building fantastic relationships with colleagues and customers * Continuous Improvement – Keeping great service delivery at the heart of everything we do * Personal Growth – Learning, growing and developing ourselves * Accountability – doing what we say we are going to do * Inspiring Leadership – positive roles models and leading by example   *To read more about our values, click* [*HERE*](https://haltoncouncilcareers.co.uk/values/)  **We are immensely proud that when asked what’s great about working for Halton, the most popular response from our workforce has been ‘*our colleagues’*.**  Aside from working with a great team, our employees have access to a fantastic range of benefits, including:   * A generous annual holiday allowance starting at 34 days per year (including bank holidays), increasing with long service * Membership of our defined benefit, salary-linked pension scheme with generous Employer Contributions * 3 x Salary Life Cover via Local Government Pension Scheme * Investment in your personal development * Free Car Parking at HBC sites * Car leasing schemes   *For further information about all the benefits we offer, please click* [*HERE*](https://haltoncouncilcareers.co.uk/benefits/)*.* | |
| About the Job | |
| As an Assistant Facility Manager, you will Support the Facility Manager in ensuring safety, service standards, and efficient operations, including staff supervision, Health and Safety, customer care, and security.  More specific responsibilities include:   * Ensure pool user safety through vigilant supervision, administering first aid, pool rescues, and resuscitation as needed. * Follow Health and Safety procedures, conduct pool water and equipment safety tests, and perform cleaning duties. * Oversee user activities to prevent injury, misuse, or damage, and maintain a professional, friendly customer approach. * Set up and dismantle equipment for activities, ensuring facilities and equipment are cleaned, maintained, and reported for repairs. * Support the Facility Manager with operations, including stock receipt, plant maintenance, staff monitoring, and emergency plan activation. * Be familiar with administrative, financial, and booking processes, and attend required training and meetings. * Perform other assigned duties aligned with the role. | |
| About You | |
| For this role, it is essential that you have the following qualification:, National Pool Lifeguard Qualification.  It is desirable that you also hold a Pool Plant Operators Certificate.  In addition you will have:   * Worked as a lifeguard in a public leisure facility. * Comprehensive knowledge of Health and Safety policies, including Risk Assessments, NOPs, EAPs, COSHH, Pool Plant, and operational procedures. * Demonstrated understanding of excellent customer care practices. * Familiar with leisure centre rules, regulations, and bylaws. * Strong communication skills. * Able to follow emergency procedures and make sound decisions under pressure. * Skilled in applying rules and regulations to manage customer behaviour.   The Council and its schools are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff, workers and volunteers to share its commitment. | |
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