



EIN:20-1825363
 PA HIC#: 000981
 NJ HIC#:13VH04418500



B&B Custom Pools, Inc
BBC Pool Service LLC
 358A Main Street
 Emmaus, PA 18049
 610-965-POOL (7665)
info@bbcpools.com
bbcpools.com
bbcustompoolservice.com



EIN:86-2875523

Job Description: Pool Equipment Service and Repair Technician

Our Need:

BBC Pool Service has grown significantly, and we are need of a pool equipment and service repair technician who loves the outdoors, enjoys working independently, and is adaptable to seasonal employment. Our current pool service staff enjoys the off season to hunt, ski, and travel. We will provide equipment, supplies, and a service vehicle. We have a growing list of customers who need us to maintain and repair their pool equipment. The season starts in the early spring as teams work together to open and start up swimming pools. The summer season is spent working independently to service, maintain, and repair pool equipment. Late fall we again work in teams to properly close the pools.

Position Summary:

A Pool Equipment Service and Repair Technician is responsible for the maintenance, repair, and replacement of swimming pool related equipment. They may be called upon to assist the valet team in cleaning and maintaining pools during the pool season. They also ensure that pools are safe, clean, and properly functioning for the enjoyment of pool owners and users. This role requires a combination of technical knowledge, problem-solving skills, and customer service orientation.

Pay: Hourly/Non-exempt and to be determined based on relevant experience, education, industry certifications, and background of candidates. Overtime and other benefits as per the B&B Custom Pools, Inc. Handbook.

General Hours: This is an hourly non-exempt full-time position during the construction and service season requiring 40 hours per week with mandatory overtime as needed. General hours are 6:30 am to 4:00 pm with a ½ hour unpaid break for lunch. Hours are more flexible and may be reduced or the position laid-off during the off season.

Key Responsibilities:

1. Equipment Repair: Diagnose and repair issues with pool equipment such as pumps, motors, filters, heaters, plumbing systems, electrical systems, and automated control systems. Troubleshoot problems, replace faulty parts, and conduct necessary adjustments to restore proper functionality.
2. Troubleshooting: Identify and resolve pool-related problems promptly and efficiently. Analyze symptoms, conduct tests, and determine appropriate solutions to restore pool functionality.





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3. **Equipment Installation:** Install new and replacement pool equipment, including pumps, filters, heaters, and automation systems. Ensure proper installation, connection, and calibration of equipment components.
4. **Customer Service:** Interact with pool owners and provide exceptional customer service. Address inquiries, educate customers on proper pool maintenance and care, and offer recommendations for equipment upgrades or repairs.
5. **Water Treatment:** Monitor and adjust chemical levels in pools to maintain safe and balanced water conditions. This involves testing water samples, adding appropriate chemicals, and ensuring compliance with health and safety regulations.
6. **Pool Maintenance:** Perform routine inspections and maintenance tasks to ensure the cleanliness, hygiene, and optimal functioning of pools. This includes testing and balancing water chemistry, cleaning filters, skimming debris, and vacuuming pools.
7. **Time Management:** Prioritize and schedule service calls, maintenance tasks, and repairs effectively. Optimize daily routes to minimize travel time and maximize efficiency.
8. **Record-Keeping:** Utilize the ION system to maintain accurate records of services provided, including maintenance schedules, repairs performed, and chemical levels. Generate service reports and communicate relevant information to customers and supervisors.
9. **Safety Compliance:** Follow safety protocols and guidelines to ensure a safe working environment for yourself and others. Adhere to local, state, and federal regulations pertaining to pool operations, water quality, and chemical handling.
10. **Continuous Learning:** Stay updated on industry trends, advancements in pool technology, and best practices for pool maintenance and repair. Participate in training programs and seek professional development opportunities to enhance knowledge and skills.

Qualifications and Skills:

- Trade school diploma preferred, High school diploma or equivalent required.
- Previous experience in pool equipment maintenance and repair, or a related field like HVAC maintenance and repair IS REQUIRED.
- Strong knowledge of pool equipment, water chemistry, and maintenance procedures. Industry certifications a plus.
- Familiarity with plumbing, electrical, and mechanical systems related to pools.
- Excellent problem-solving and troubleshooting abilities.



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- Customer service-oriented with good communication skills.
- Ability to work independently and manage time effectively.
- Physical stamina and ability to perform manual labor, including lifting heavy equipment and working in outdoor environments.
- Valid driver's license and clean driving record.
- Be able to work seasonally – March 15 through November 30.
- Be available to work long hours and possible weekends during summer months.

Demonstrated Ability:

- Speak and read English.
- Listen and follow directions; read and comprehend technical installation and troubleshooting guides.
- Use digital tablet for record keeping and communications.
- Ability to operate a computer.
- Ability to lift and convey 40 to 50 pounds.

Qualified individuals should send a resume and a cover letter to office@bbcpools.com.

EEO Statement

The Company provides equal employment opportunity to qualified persons regardless of race, color, sex, religion, national origin, age, sexual orientation, gender identity, disability, veteran status, or other categories protected by law.

NOTE:

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an “at will” relationship.

