



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
bbcustompools.com
bbcustompoolservice.com



EIN:86-2875523

Job Description: Pool Service Technician

Our Need:

BBC Pool Service has grown significantly, and we are need of valet staff who love the outdoors, enjoy working independently, and are adaptable to seasonal employment. Our current staff enjoys the off season to hunt, ski, and travel. We will provide training, equipment, supplies, and the service vehicle. We have a growing list of customers who need us to ensure a healthy and clean swimming environment. 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 valet and maintain the pools. Late fall we again work in teams to properly close the pools.

Position Summary:

The Pool Service Technician’s primary responsibility is to provide cleaning, maintenance, and repair services for swimming pools and related equipment. The position is responsible for ensuring the safety, cleanliness, and optimal functioning of pools, spas, and other aquatic facilities on behalf of our customers. This position requires a strong understanding of pool chemistry, equipment operation, and customer service skills.

Pay: Hourly/Non-exempt - 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 hour per week with mandatory overtime as necessary. 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. Pool Maintenance and Cleaning:

- Perform routine pool maintenance tasks, including skimming, vacuuming, and brushing to remove debris.
- Test and balance water chemistry regularly to maintain proper pH, alkalinity, and chlorine levels.
- Clean and maintain pool filters, pumps, and other equipment to ensure efficient operation.
- Monitor and adjust water levels as necessary.
- Assist in all opening and closing tasks of customer swimming pools and spas.
- Complete and send reports to customers using ION system.



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2. Basic Equipment Repair and Troubleshooting:

- Identify and diagnose basic equipment operating malfunctions, such as pumps, filters, and basic plumbing.
- Assist with the repairs and replacements on pool equipment to restore proper functionality.

3. Customer Service:

- Interact with customers in a professional and friendly manner.
- Communicate service schedules and any necessary adjustments to customers in a timely manner.
- Maintain accurate records of service visits, repairs, and customer interactions via ION system.

4. Safety and Compliance:

- Follow all safety protocols and guidelines to ensure a safe working environment.
- Adhere to local health department regulations and pool industry standards.
- Ensure proper handling, storage, and disposal of pool chemicals.
- Stay updated on industry trends and best practices.

5. Equipment Installation and Upgrades:

- Assist in the installation of new pool equipment and accessories.
- Collaborate with team members during larger installation projects.

Qualifications and Skills:

- High school diploma or equivalent.
- Previous experience in pool maintenance and repair, or other field service experience.
- Knowledge of pool chemistry, water treatment, and equipment operation. Industry certifications a plus.
- Basic understanding of electrical and plumbing systems.
- Excellent customer service and communication skills.
- Ability to work independently and as part of a team.
- Physical stamina to handle manual labor and work in various weather conditions.
- Valid driver's license and clean driving record.
- Be able to work seasonally – March 15 through November 30.

Demonstrated Ability:

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





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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.