

Welcome to Pool Guards, Inc. – Onboarding for the 2025 Pool Season!

Thank you for your interest in joining the Pool Guards, Inc. team for the upcoming 2025 pool season! We are excited to have you as a potential member of our family-owned and operated company, which has been serving the Chicagoland area since 1984. Our outdoor pools are located throughout the area, and we're thrilled to invite you to be a part of our dedicated team of lifeguards.

Next Steps in the Hiring Process:

1. **Click the Apply Today Button on our Job Opportunities Tab:** To get started, please fill out the 3 minute application. A member of our team will reach out to you via email with next steps for the hiring process. **NOTE: We are currently upgrading our onboarding software. Please be patient as we wait for this to be completed. We will reach out as soon as we are up and running!**
2. **Complete Your Paperwork:** Applicants are required to thoroughly read and sign every form in the portal before being hired. This includes important documents related to your employment and work requirements.
 - If you are **15 years old**, you will need a work permit before beginning work. These are available in the employee paperwork section, which will be sent when a member of our team contacts you.
3. **Lifeguard Certification:**
 - If you do not already have a valid lifeguard certification, you can sign up for a **Red Cross Lifeguard Certification Class** at DuPage Swimming Center. As a Pool Guards, Inc. employee, you'll be eligible for a reduced class fee, but you must sign the **employee subsidy agreement** to take advantage of this discount.
 - Please click our Lifeguard Class Schedule Button for more info on how to sign up for a lifeguarding class.
 - If you already have a valid lifeguard certification for the entire season, please upload a copy of your certification card to the employee hiring paperwork.
4. **Select Your Home Pool:** You will be assigned a "home pool," but as a certified lifeguard, you can also pick up sub shifts at any of our locations across the Chicagoland area.
5. **Uniform Purchase:** All lifeguards must purchase a uniform from **Urban Tri Gear**. The link and information on how to order your uniform can be found in the paperwork portal.
6. **Returning Employees:** If you're a returning lifeguard, please note that you still need to complete all required paperwork for the 2025 season.

Additional Information:

- Pool Managers will reach out to all applicants in **May** to provide pool orientation dates and collect availability for scheduling.
- If you have any questions about staffing numbers, available hours, or anything else, please feel free to reach out to us via email at **work@spmspools.com**.

We're excited to have you join our team and look forward to a great pool season ahead. If you have any questions or need assistance with the onboarding process, please don't hesitate to contact us.