**Pool Lifeguards – Belmullet Tidal Pool (June/Sept. 2023)**

*The application form, when completed, should be emailed directly to* [*recruitment @mayococo.ie*](mailto:recruitment@mayococo.ie)

## *on or before* 4.00p.m. on Monday, 13th February 2023.

## *Please see “Instructions for submitting your application”*

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| **1. NAME IN FULL: (BLOCK LETTERS)** |  |
| **2. HOME ADDRESS:** | ………………………………………………………………  ………………………………………………………………  ……………………………………………………………… |
| **4. PRESENT ADDRESS:**  **(IF DIFFERENT FROM ABOVE)** | ………………………………………………………………  ………………………………………………………………  ……………………………………………………………… |
| **5. TELEPHONE NUMBER/S:** | **HOME:** ……………………………………………… |
| **MOBILE:** ……………………………………………… |
| **6. E-MAIL ADDRESS** |  |
| **7. ARE YOU IN GOOD HEALTH AND FREE FROM ANY PHYSICAL CONDITION THAT WOULD AFFECT YOUR ABILITY TO PERFORM THE DUTIES OF Pool LIFEGUARD?** | **YES NO** |
| **IF NOT, PLEASE GIVE BRIEF DETAILS OF THE CONDITION:** | …………………………………………………………..  ………………………………………………………….. |
| **8. WHAT IS YOUR CURRENT OCCUPATION?** |  |
| **9. IF OFFERED EMPLOYMENT AS Pool LIFEGUARD, WHAT DATE WOULD YOU BE AVAILABLE TO TAKE UP FULL-TIME DUTY?** | ……………………………………………………………… |

1. **Detail & attach as applicable, your CURRENT POOL LIFEGUARD, CARDIAC FIRST RESPONDER, OCCUPATIONAL FIRST AID & EMERGENCY FIRST RESPONDER CERTIFICATES:**

**N.B. ONLY THE ABOVE CERTIFICATES (ORIGINALS) MUST BE SUBMITTED WITH THIS APPLICATION.**

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| **AWARDING AGENCY** | **CERT./AWARD OBTAINED** | **DATE CERT./AWARD EXPIRES** |
|  | **POOL LIFEGUARD** |  |
|  | **CARDIAC FIRST RESPONDER** |  |
|  | **OCCUPATIONAL FIRST AID** |  |
|  | **EMERGENCY FIRST RESPONDER** |  |

1. **LIST ALL YOUR PREVIOUS EMPLOYMENTS OR WORK EXPERIENCE IN DATE ORDER:**

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| **DATE**  **FROM TO** | | **EMPLOYER** | **POSITION HELD** |
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I, the undersigned, HEREBY DECLARE all the foregoing particulars to be true and to give my permission for any enquiries to be made to establish such matters as qualifications, experience, character and for the release by other people, agencies, garda/police authorities or organisations of such information as may be necessary to Mayo County Council for that purpose. This may include enquiries prior to employment from past/present employers and the submission of the application is taken as to consent to this.

## I, the undersigned, have fully completed the Garda Vetting Form & understand that this must be attached to the Pool Lifeguard application.

### SIGNED: DATE:

**Particulars for posItion of**

**belmullet tidal POOL lifeguard (june/sept, 2023)**

**1) CHARACTER:**

Candidates shall be of good character.

**2) AGE:**

Candidates must be 18 years of age on **30th June, 2023** (or on taking up employment).

**3)** **QUALIFICATIONS:**

**Candidates must hold an Water Safety Ireland Pool Lifeguard Award or equivalent, as recognised by the International Lifesaving Federation (ILS).**

**Candidates will gain extra marks at interview for the following Pre-Hospital Emergency Care Council (PHECC) qualifications: Cardiac First Responder, Emergency First Responder and Occupational First Aid.**

**4) RECRUITMENT:**

Candidates will be required to undergo a practical test in basic life support, swimming ability and swimming rescue at their own expense on Saturday, 8th April, 2023. Elements of this practical test are as follows:

**Rescue Skills**

**Test Item 1: Run-Swim-Run (Maximum marks = 60)**

• 100m run, 200m swim from knee depth water & 100m run

• Fins can be used for this test item.

• To be completed in not more than 8 minutes

**Test Item 2: Canbuoy/Rescue Tube Tow (Maximum marks = 20)**

• Rescue a conscious casualty 100m from waist deep water using canbuoy/rescue tube and return to shore.

• Do not clip on casualty. Casualty to hold onto extended canbuoy/rescue tube.

• While casualty is conscious, they should not kick strongly while being towed.

• Rescuer must tow the casualty (i.e. Conditions allowing, tension should be maintained on rope during tow).

• To be completed in not more than 7 minutes.

**Test Item 3: Board/Rescue Ski Paddle (Maximum marks = 20)**

• Paddle out and around a buoy 200m from waist deep water using a rescue board or ski.

**NOTE**: If candidate falls off, they will be allowed repeat the full item. If the candidate falls off a second time, they fail the test. However, weather and sea conditions can be considered at the discretion of the Examiner as to whether subsequent attempts can be made.

**Candidate must score 50% or more AND be within the time limits for the run-swim-run and timed tow.**

Candidates whose names are on a panel and who satisfy the Local Authority that they possess the qualifications declared for the position and that they are otherwise suitable for employment may within the life of the panel be employed as appropriate vacancies arise.

**All eligible candidates must attend an interview as well as the practical test in order to be considered for inclusion on a panel from which Pool Lifeguards may be appointed.**

**It is mandatory for all successful candidates to attend at Induction Training which will be held in May 2023. All successful applicants will be notified of the date and venue, in due course.**

**5) GARDA VETTING:**

The National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 commenced on the 29th April 2016. As a result, **Mayo County Council must now verify the identity of candidates who are to be vetted. The attached is a list of acceptable identification documentation; each candidate must reach 100 points. For example, if a candidate submits a driving licence (new credit card format) – 80 points and a birth certificate - 50 points then their total is 130 points and therefore they meet the 100 point criteria.**

**Only original ID documentation can be accepted.**

**6) HEALTH:**

Candidates must be in a good state of health and be free from any ailments which would render them unsuitable to hold the position.

**7) RATE OF WAGES:**

€15.24 per hour.

1. The employment is temporary and pensionable and will continue from 3rd June to 3rd September, 2023 only.
2. Successful applicants may be offered either fulltime or part-time employment at the discretion of Mayo County Council.

**Mayo County Council will have sole discretion to assign candidates to specific locations and to transfer candidates from one location to another as considered necessary.**

**TIDAL POOL LIFEGUARD DUTIES**

* Tidal Pool Lifeguards will be responsible for the performance of their duties and will work under the immediate supervision of the Water Safety Development Officer or their nominee.
* Tidal Pool Lifeguards shall read, be familiar with and adhere to the Safety Statement for Pool Lifeguards; participate in induction training and cooperate with other safety training provided by the Council as required. Any issues of health and safety concern shall be referred to the Water Safety Development Officer, the Executive Engineer – Coastal or the Health and Safety Officer. The procedure for reporting issues of concern is set out in the Safety Statement.

**TIDAL POOL**

* All equipment must be checked daily (each morning) to see that it is in working order and ready for use. Any defects notified should be reported immediately to the Council. To inspect all lifesaving and first aid equipment on arrival for duty to ensure that adequate stocks are available and in good working order.
* Indication flags should be placed in prominent positions. The following flag system is to be used:
* Red flag signifies that bathing is considered temporarily unsafe.
* Red over yellow flag signifies that bathing between any two such flags is under supervision of Tidal Pool Lifeguard.
* No flag is flown if there is no Tidal Pool Lifeguard on duty.
* To ensure that from the start of the duty period that the appropriate flags are flown and are changed or re-locate as necessary during the day.
* To ensure at the conclusion of the duty period each evening that all flags are removed and that all equipment is checked and securely stored in the appropriate place.
* Except when the Tidal Pool is empty, the Tidal Pool Lifeguard should be on patrol or on look-out outside the hut. The Tidal Pool Lifeguard should never be inside the hut except when relieved for meals etc. or when they are certain there is nobody on the Tidal Pool. They should not allow their concentration to be diverted in conversations with the public or in reading. The primary duty of the Tidal Pool Lifeguard is to prevent accident situations from developing. The can-buoy should be strategically placed so that it may be used at a moment’s notice. Special vigilance is required where there are rocks or an outflow of a river, as there are likely to be undertows or currents.
* Where Tidal Pool Lifeguards have to leave to partake of meals, arrangements should be made that one Tidal Pool Lifeguard will be on duty during the other’s absence for such purpose and to patrol his/her area in addition to his/her own. Where one Tidal Pool Lifeguard only is employed, the following procedure should be adopted regarding the lunch hour:-
* No flag should be flown when he/she is off duty for his/her meal.
* The meal must be arranged at a time other than the peak bathing hours.
* Where two Tidal Pool Lifeguards are on duty on a particular Tidal Pool –
* One Tidal Pool Lifeguard shall remain at a vantage point from which a full view of the Tidal Pool can be had and remain on a constant lookout,
* The other Tidal Pool Lifeguard shall maintain a patrol of the Tidal Pool and in such a manner that any give point along the Tidal Pool is visited at least once in every 15 minutes.
* Brief reports should be exchanged when they meet but lifeguards should never be seen to congregate together or with other groups.
* To carry out a Tidal Pool patrol which shall be maintained along the Tidal Pool and when the tide is in, the patrol shall be maintained as close as to the Tidal Pool as possible.
* To provide constant observation and supervision of activities at public bathing places in order to prevent drowning accidents.
* To inspect the patrol area and where possible to remove any dangerous or offensive items. If the lifeguard cannot deal with the matter he/she should immediately report to the General Services Supervisor for Belmullet.
* To ensure that the lifeguard station is kept clean and tidy and in a state of readiness for emergencies.
* To ensure that except for emergency assistance or official business, **no one** other than lifeguard personnel is permitted in the lifeguard station.
* Where required, assist in opening and closing the public toilets/portaloos at the start and end of their shift or at an agreed time. The Tidal Poolguards are also to report on the condition of the toilets in their Log Books and notify the portaloo hire company in the case of serious uncleanliness or damage.
* To record condition, date and time of the ringbuoys and other safety equipment check at the Tidal Pool on the daily logbook.
* Tidal Pool Lifeguards may be required to assist in conducting aquatic events and water safety programs.
* Tidal Pool Lifeguards shall carry out all appropriate duties as laid down in the Water Safety Ireland Lifeguard Handbook.

**LOGBOOK/ ADMINISTRATION**

* Tidal Pool Lifeguards should enter on the logbook, times of commencing and ceasing duty, morning, meal-time and evening, each day and should make a note of any incident such as rescues, etc. The Log Book should be available at all times for inspection by any duly authorised member of the County Council’s staff.
* To record in a daily log book:
* The names and attendance times of all guards on duty.
* The general weather and tidal conditions.
* What flags were flown and when they were changed during the day.
* Any information which may assist the Authorities in improving the service.
* The Tidal Pool Lifeguards will be required to keep an “Accident and Incident Record” Book.
* A rota will be put in place weekly and this rota is to be forwarded the Water Safety Development Officer with the wages timesheets by one Pool Lifeguard designated by the Water Safety Development Officer. All Tidal Pool Lifeguards will comply fully with the terms of the duties, responsibilities and general regulations of the post.
* To assist the Water Quality Section, Environment Department, at various times over the summer season, if required and to report any presence of debris or offal in the water and/or water discolouration to the Water Quality Section or the Water Safety Development Officer.
* To complete all appropriate rescue and first aid forms.
* The Tidal Pool Lifeguards should take into consideration that all reports they write are considered as public records and can be requested and released under the Freedom of Information legislation.

**PLEASE NOTE THE FOLLOWING INSTRUCTIONS:**

* All application forms must be typed, submitted fully completed and inclusive of all the requested documentation (i.e.scanned copy of certificates), and emailed directly to [recruitment@mayococo.ie](mailto:recruitment@mayococo.ie) on or before

**4.00p.m. on Monday, 13th February 2023.**

* All **incomplete applications** will be deemed **invalid** after the closing date and will not be included in the competition.
* Please return this application form in PDF format by email, with subject “ **Tidal Pool - Belmullet – Your name”**
* Copies of certificates to establish your eligibility for this position are required to be submitted with the application form as **one complete PDF Document.**
* In the event that a candidate does not have access to a computer, or encounters technical difficulties preventing them from submitting an application by email, a hard copy of the application may be accepted. Four copies of the application form must be submitted in this case, and these should reach the Human Resources Section, Aras an Chontae, the Mall Castlebar, Co. Mayo no later than the closing date specified above.
* The responsibility rests with the applicant to ensure the application form, in full, is received on time by the Human Resource Department of Mayo County Council. Any applications received after the closing date and time will not be included in the competition.
* All Sections/Questions in this document must be completed in full **(a Curriculum Vitae will not be accepted).**  In order, to ensure that each candidate is treated fairly and equally the interview board will only be provided with candidate’s application forms. Once the application form is submitted to the Human Resource Department of Mayo County Council, candidates are not permitted to alter/make additions or make deletions to their application in any way.
* Mayo County Council may decide, by reason of the number of persons seeking admission to the competition to carry out a short-listing procedure. The number of persons to be invited to interview shall be determined by Mayo County Council. Shortlisting will be based on qualifications, relevant experience, and information submitted on the application form.
* It is the candidate’s responsibility to inform the Human Resource Department of Mayo County Council of any change of address.
* Before signing this form, please ensure that you have replied fully to the questions asked. You should satisfy yourself that you are eligible under the regulations. The Council cannot undertake to investigate the eligibility of candidates in advance of the interview/examination and hence persons who are ineligible but nevertheless enter may thus put themselves to unnecessary expense. Mayo County Council will not be responsible for any expenses which may be incurred by the candidate in attendance for interview.
* Original certificates will be required prior to any appointment.
* **CANVASSING BY OR ON BEHALF OF THE APPLICANT WILL AUTOMATICALLY DISQUALIFY.**

## AN GARDA SÍOCHÁNA NATIONAL VETTING BUREAU

**Guidelines for completing Vetting Form (NVB 2)**

Please read the following guidelines before completing this form.

### Miscellaneous

The Form must be completed in full using **BLOCK CAPITALS** and writing must be clear and legible. The Form should be completed in ball point pen.

Photocopies will not be accepted.

All applicants will be required to provide documents to validate their identity.

If the applicant is under 18 years of age, a completed NVB 3 - Parent\Guardian Consent Form will be required.

### Section 1 Personal Details

Insert details for each field, allowing one block letter per box. For Date of Birth field, allow one digit per box.

For Gender field please tick the appropriate box.

Please provide changes of names, if any, from birth i.e. name change due to marriage, deed poll, adoption. For Place of Birth, please state County/State of birth as this is a mandatory field.

Please state Country Of Birth as this is a mandatory field. Please state your Passport Number where applicable.

Please state your Mother’s Maiden Name as stated on your birth certificate. Any fields not applicable to the applicant should be marked “N/A”.

### Section 2 Addresses

Please enter all your previous addresses in chronological order.

The address fields should be completed in full, including Eircode/Postcode. No abbreviations. Insure that all years from birth to present are included.

Allow one letter per box and an empty box between words.

For the “Years From” and “Years To”, please specify the year only e.g. It is permitted to have more than one address in any given year.

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### Section 3 Self Disclosed Criminal Record

Criminal record means a record of the person’s convictions whether within or outside the state for any criminal offence together with any ancillary or consequential orders made pursuant to the convictions concerned or a record of any prosecutions pending against the person whether within or outside the state for any criminal offences or both.

A person shall not be obliged to provide details of any convictions to which Section 14A of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 applies.

### Section 4 Liaison Person

This section is not to be filled out by the applicant.

### Section 5 Declaration of Consent

The applicant must confirm their understanding and acceptance of the statement by ticking the appropriate box where indicated. The date must be the present date of signing.

### Section 6 Additional Addresses See guidelines for Section 2 Addresses.

**Vetting Form NVB 2**



**AN GARDA SÍOCHÁNA**

**Organisation Address:** Mayo County Council Personnel Department Aras an Chonate, The Mall Castlebar

Co. Mayo

## NATIONAL VETTING BUREAU

**Your Ref No:**

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**Note To Applicant**

► Return this form to the above named organisation.

► Do not send this form to the National Vetting Bureau or to any Garda Station.

► Under Sec 26(b) of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016, it is an offence to make a false statement for the purpose of obtaining a vetting disclosure.

**Section 1 – Personal Information (to be completed by Applicant)**

Forename(s): Middle Name(s): Surname: Gender:

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Is your Name at Birth the same as above? Forename(s):

Middle Name(s): Surname:

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Date of Birth: Place of Birth: Country Of Birth: Passport No:

Mother’s Maiden Name:

Yes: No:

If No, please provide details:

Current Address:

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**Section 2 – Addresses (to be completed by Applicant)**

Please enter all your previous addresses in chronological order. Please enter your **full** postal address.

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For additional addresses, refer to Section 6. If used, please tick here 

**Section 3 – Self Disclosed Criminal Record (to be completed by Applicant)**

Have you a criminal record in Ireland or elsewhere? Yes  No  (If Yes, please provide details)

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| **Date** | **Court Name** | **Offence Summary** | **Court Outcome / Cases Pending / Appeals** |
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**Section 4 – Liaison Person (to be completed by Liaison Person)**

Organisation: **Mayo County Council** Authorised Liaison Person Details: Forename:

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Surname: Liaison Reg No:

The applicant has provided documentation to validate their identity in accordance with the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016. Please tick box 

Liaison Person Signature

Date:

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Role Being Vetted For:

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Is the application submitted on behalf of an Affiliate Organisation: Yes: No: If Yes, please state Affiliate Organisation:

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**Section 5 – Declaration Of Consent (to be completed by Applicant)**

I consent to the making of this application and to the disclosure of information by the National Vetting Bureau to the Liaison Person pursuant to Section 13(4)(e) National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016. Please tick box 

Applicant Signature:

Date: **/ /**

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**Section 6– Additional Addresses (to be completed by Applicant)**

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## A picture containing background pattern Description automatically generatedAN GARDA SÍOCHÁNA NATIONAL VETTING BUREAU

**PARENT/GUARDIAN CONSENT FORM (NVB 3)**

**Applicant Details**

**Forename(s):**

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**Surname: Date Of Birth:**

## Parent/Guardian Details

### Under Sec 26(b) of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016, it is an offence to make a false statement for the purpose of obtaining a vetting disclosure.

**Forename(s):**

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|  | | | | | | | | | | | | | | |  | **Mother:** | | | |  | **Guardian:** | | | |  |

**Surname:**

**Relationship to applicant: Father:**

**Address: Line 1:**

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## Parent/Guardian Consent

### I, being the Parent/Guardian of the above named applicant, consent for the National Vetting Bureau to conduct vetting in respect of the above named applicant in accordance with the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016.

**Parent/Guardian Signature:**

**Date:**

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