



City of Dayton 111 S. 1st Street, Dayton, WA 99328
Office 509.382.2361 Fax 509.382.2539
Web www.daytonwa.com

POSITION OPENINGS: Manager and Lifeguard(s)
CLOSING DATE: April 7, 2016 by 3:30 p.m.

EXAMINATION PROCESS

Application Review

Employees returning from the 2015 season may submit a letter of interest for continued employment for the 2016 Dayton Swimming Pool season.

New applicants must submit a completed City of Dayton employment application to 111 S. 1st Street, Dayton, WA 99328. A cover letter must be submitted with a completed application. A resume may be submitted in addition to a cover letter and completed application.

Screening, Testing and Interview

Applications will be evaluated to determine the most appropriately qualified candidates. Those candidates will be invited to participate in an oral interview. The purpose of the interview is to evaluate job related knowledge, skills and abilities.

Final Selections

Successful applicant(s) will be the person(s) who scored the highest in the interview process.

To Apply

Complete a City of Dayton Employment application that is available at City Hall, 111 S. 1st Street, Dayton, WA. You may obtain an electronic version by emailing dhays@daytonwa.com and requesting a City of Dayton Application Packet referencing the position(s) you may be applying for. The application packet is also available on line at <http://www.daytonwa.com/inside-city-hall/city-clerk/employment-opportunities>.

Tentative Schedule

The following schedule is a guideline only. Dates may be subject to change :

03/16/2016	Start advertising position
04/07/2016	Closing date (by 3:30 p.m.)
04/11-04/13/2016	Review applications
4/13-4/14/2016	Interviews scheduled
04/18 /2016	Make *conditional offer of employment

*Conditional upon successful completion of reference and background checks.