

LIFEGUARD EVALUATION REPORT

Mid-Season

NAME: Ortiz H. [REDACTED] Facility: Tibbetts
(Last) (First) (Middle)

PERFORMANCE INDICATORS: S = Satisfactory I = Improvement needed U = Unsatisfactory

PERFORMANCE FACTORS to evaluate all lifeguards

Did this Lifeguard:	Rate	Did this Lifeguard:	Rate
1. Promptly report for duty (on time)? (Not excessively absent)	S	8. Demonstrate competency in water safety skills?	S
2. Obeys workplace rules and regulations?	S	9. Demonstrate competency in first aid Skills?	S
3. Perform assigned duties? Participates in in-service and meetings	S	10. Demonstrate knowledge of lifeguard principles and techniques?	S
4. Wears uniform properly and appropriately?	S	11. Demonstrate competency in swimming and endurance skills?	S
5. Initiative Ability to act on his/her own and take the lead.	S	12. Communicate with the public with tactful yet positive results?	S
6. Cooperate with fellow staff?	S	13. Accept authority and responsibility?	S
7. Physical Condition: Commensurate to the job?	S	14. Adequately handle emergencies? (Shows good judgement)	S

For ALL UNSATISFACTORY explanation must be given.

CAPTAIN/LIEUTENANT COMMENTS:

[REDACTED] has shown a large amount of improvement since previous summers. [REDACTED] still needs to mature a bit but he is constantly working to get better.

[Signature] Lifeguard captain 7/31/19
Signature of evaluator Title of evaluator Date

EMPLOYEE REMARKS:

[Signature] 8/5/19
Signature of employee Date

Signature acknowledges that this evaluation was seen by the Lifeguard but does not mean the Lifeguard agrees with this evaluation. If additional space is needed for remarks, please use additional sheets which should be signed by all parties.

LIFEGUARD EVALUATION REPORT

End of Season

NAME: Ortiz H [REDACTED] Facility: Tibbetts
(Last) (First) (Middle)

PERFORMANCE INDICATORS: E= Excels S = Satisfactory I = Improvement needed
U = Unsatisfactory

PERFORMANCE FACTORS to evaluate all lifeguards

Did this Lifeguard:	Rate	Did this Lifeguard:	Rate
1. Promptly report for duty (on time)? (Not excessively absent)	<u>I</u>	8. Demonstrate competency in water safety skills?	<u>S</u>
2. Obeys workplace rules and regulations?	<u>I</u>	9. Demonstrate competency in first aid Skills?	<u>S</u>
3. Perform assigned duties? Participates in in-service and meetings	<u>S</u>	10. Demonstrate knowledge of lifeguard principles and techniques?	<u>S</u>
4. Wears uniform properly and appropriately?	<u>S</u>	11. Demonstrate competency in swimming and endurance skills?	<u>S</u>
5. Initiative Ability to act on his/her own and take the lead.	<u>S</u>	12. Communicate with the public with tactful yet positive results?	<u>S</u>
6. Cooperate with fellow staff?	<u>S</u>	13. Accept authority and responsibility?	<u>S</u>
7. Physical Condition: Commensurate to the job?	<u>S</u>	14. Adequately handle emergencies? (Shows good judgement)	<u>S</u>

For ALL UNSATISFACTORY explanation must be given.

CAPTAIN/LIEUTENANT COMMENTS:

[REDACTED] is a good guard with good initiative,
all [REDACTED] has to do is work on getting to work on time
and obeying the rules

[Signature] Lifeguard Lieutenant
Signature of evaluator Title of evaluator Date

EMPLOYEE REMARKS:

Signature of employee Date

Signature acknowledges that this evaluation was seen by the Lifeguard but does not mean the Lifeguard agrees with this evaluation.
If additional space is needed for remarks, please use additional sheets which should be signed by all parties.

Lifeguard Warning Notice – 2019

The following warning was issued today and
it is to be made part of the official record.

H [REDACTED] Ortiz
Name

8/10/19
Date

- | | |
|--|--|
| <input type="checkbox"/> Unreported absence | <input type="checkbox"/> Fighting on premises |
| <input type="checkbox"/> Tardiness | <input type="checkbox"/> Leaving without permission |
| <input type="checkbox"/> Drinking on duty | <input checked="" type="checkbox"/> Improper conduct |
| <input type="checkbox"/> Reporting under the
influence | <input checked="" type="checkbox"/> Violation of rules |
| <input type="checkbox"/> Insubordination | <input type="checkbox"/> Defective or improper work |
| <input type="checkbox"/> Dishonesty | <input checked="" type="checkbox"/> Careless |
| <input checked="" type="checkbox"/> Failure to obey orders | <input type="checkbox"/> Destruction of property |
| | <input type="checkbox"/> Other: _____ |

REMARKS:

[REDACTED] has been told numerous times that if
[REDACTED] wants to smoke [REDACTED] must do
it upstairs + outside. [REDACTED] was smoking
it in the guard room today.

Use reverse side if necessary

[Signature]
Signature of Supervisor

I have read this report:

[REDACTED]
Signature of Employee

The warning has been noted and is made part of the above employee's record,
as of this date:

Date

WARNING

① 2 3

LIFEGUARD EVALUATION REPORT

End of Season

NAME: Ortiz [REDACTED] Facility: Glen Island
 (Last) (First) (Middle)

PERFORMANCE INDICATORS: S = Satisfactory I = Improvement needed U = Unsatisfactory

PERFORMANCE FACTORS to evaluate all lifeguards: (including Captain & Lieutenant)

Did this Lifeguard:	Rate	Did this Lifeguard:	Rate
1. Promptly report for duty (on time)? (Not excessively absent)	S	8. Wears uniform properly and appropriately?	S
2. Obeys workplace rules and regulations?	S	9. Adequately handle emergencies? (Shows good judgement)	S
3. Communicate with the public with tactful yet positive results?	S	10. Demonstrate competency in water safety skills?	S
4. Perform assigned duties? Participates in in-service and meetings	S	11. Demonstrate competency in first aid skills?	S
5. Accept authority and responsibility? Applies rules and regulation consistently	S	12. Cooperate with fellow staff?	S
6. Initiative Ability to act on his/her own and take the lead.	S	13. Demonstrate knowledge of lifeguard principles and techniques	S
7. Commensurate to the job?	S	14. Demonstrate competency in swimming and endurance skills?	S

EVALUATION PERFORMANCE FACTORS for Captain and Lieutenant only:

Did this Supervising Lifeguard:	Rate	Did this Supervising Lifeguard:	Rate
A. Cooperate with Superintendent and staff?	S	D. Delegate authority and responsibility?	S
B. Assume supervisory authority and responsibility? (Applies rules consistently, and equally among all staff)	S	E. Demonstrate ability to instruct lifeguard & first aid skills and coordinate the staff with facility management?	S
C. Complete the required paperwork?	S	F. Certifications (WSI/LGI)	S

Roberto Alcantara
 Print evaluators name

[Signature]
 Signature of evaluator

9/5/22
 Date completed

Current Pay Rate: \$24 Year Hired: 2017
Recommend for Salary increase: Yes ☐ No ☐ Candidate Eligible for Rehire? Yes ☐ No ☐
Conditions for Rehire: _____
Worked until End of Season: Yes ☒ No ☐ Last Day? SEP 5

LIFEGUARD EVALUATION REPORT PAGE 2

PRINT EMPLOYEE NAME: Ortiz Heriberto
(Last) (First) (Middle)

CAPTAIN/LIEUTENANT COMMENTS:

Signature of evaluator Title of evaluator Park Superintendent Date 9/5/22

Facility Manager must evaluate the highest supervising lifeguard at the facility. A Captain may evaluate a Lieutenant at the Facility Managers discretion.

SUPERVISOR COMMENTS:

Supervisor Title of evaluator Park Superintendent Date 9/5/22

EMPLOYEE REMARKS:

Signature of employee Date 9/5/22

Signature acknowledges that this evaluation was seen by the Lifeguard but does not mean the Lifeguard agrees with this evaluation. A copy of any evaluation marked as a No Rehire must be sent to the Lifeguard Supervisor or Parks Director.

If additional space is needed for remarks, please use additional sheets which should be signed by all parties.

LIFEGUARD EVALUATION REPORT

End of Season (Captain)

NAME: Ortiz H [REDACTED] Facility: Sprain Ridge
 (Last) (First) (Middle)

PERFORMANCE INDICATORS: S = Satisfactory I = Improvement needed U = Unsatisfactory

PERFORMANCE FACTORS to evaluate all lifeguards: (including Captains)

Does this Lifeguard:	Rate	Does this Lifeguard:	Rate
1. Promptly report for duty (on time)? (Not excessively absent)	S	8. Wears uniform properly?	S
2. Obeys workplace rules and regulations?	S	9. Adequately handle emergencies? (Shows good judgement)	S
3. Communicate with the public with tactful yet positive results?	S	10. Demonstrate competency in water safety skills?	S
4. Perform assigned duties? Participates in in-service and meetings	S	11. Demonstrate competency in first aid skills?	S
5. Accept authority and responsibility? Applies rules and regulation consistently	S	12. Cooperate and show respect to fellow lifeguards, officers, green shirts, and facility management?	S
6. Show Initiative? Ability to act on his/her own and take the lead.	S	13. Demonstrate knowledge of lifeguard principles and techniques?	S
7. Maintain physical condition commensurate with the demands of the position?	S	14. Demonstrate competency in swimming and endurance skills?	S

EVALUATION PERFORMANCE FACTORS for Captains only:

Does this Supervising Lifeguard:	Rate	Does this Supervising Lifeguard:	Rate
A. Cooperate with Superintendent and staff?	S	B. Delegate authority and responsibility?	S
C. Assume supervisory authority and responsibility? (Applies rules consistently, and equally among all staff)	S	D. Demonstrate ability to measure Lifeguard preparedness through In-Service & first aid scenarios?	S
E. Complete the required paperwork? (Lifeguard log, Incident Reports, In- Service Training, Save Sheets, etc.)	S	G. Obtain WSI/LGI certifications?	S
G. Keep management informed? (Superintendent/Lifeguard Management)	S	H. Demonstrate the ability to communicate daily staffing numbers, rotations and staff set-up to Lifeguard and facility Management?	S
I. Mentors lieutenants?(Management skills, de-escalation strategies, rotations, training and scheduling)	S	J. Create opportunities for lieutenants to use their supervisory skills?	S

LIFEGUARD EVALUATION REPORT PAGE 2

Number of write ups? 0

Years worked? 1

Vacations taken? _____

Number of saves? _____

Projected last day of work: 9/4/2023

Number of call outs: 0

Number of lateness's 0

How many times sent to other facilities? 0

Year-end summary (taking into account first evaluation): Improvements/lack of improvements/new issue(s)


Superintendent's Summary:

Superintendent's Summary:
Heriberto is a reliable captain and has proved to me why I fought so hard to have him come work with me again was worth it. Eddie delegates his team well and communicates with me daily if there is anything I need to be informed about. He works well with his officers and gives them advice throughout the season. Overall, I would definitely want him back as a captain next year.

Employee's Comments:

If additional space is needed for remarks, please use additional sheets which should be signed by all parties on the additional sheets. Additional sheets used? Yes: ____ No: ____

Luigi mazzella
Print Superintendent's Name


Signature of Superintendent

9/3/2023
Date

Heriberto Ortiz
Print Employee's Name

Signature of Employee

9/3/2023
Date

(Signature acknowledges that this evaluation was seen by the Lifeguard, however, it doesn't mean the Lifeguard agrees with the content.)

NAME: Ortiz [REDACTED] [REDACTED] Facility: Sprain Ridge
(Last) (First) (Middle)

(Below is for Management Staff Only)

Is Candidate Eligible for Rehire? Yes: ☒ No: ☐ briefly support your answer:

Is this person eligible for a pay increase? Yes: ☐ No: ☒ briefly support your answer:

Should this person be considered for a promotion next season? Yes: ☐ No: ☐ briefly support your answer:

Current Pay Rate: \$25 Year hired: 2015

A copy of any evaluation marked as a No Rehire must be sent to the Lifeguard Supervisor or Parks Director.