

Massage Therapist- SHARC

Recreation Instructor III-Massage Therapist

General Description of Duties:

The Massage Therapist will administer professional massage and body treatments to our patrons. The Massage Therapist will be responsible for providing their own massage supplies including but not limited to; oils, lotions, skin care products, and music.

Examples of Essential Work (Illustrative Only):

- Provide consistent professional massage and body treatments in accordance with City protocols and accepted certification practices;
- Responds to citizens' appointment requests, questions and comments in a courteous and timely manner;
- Effectively inform and educate our guests about specific wellness concerns;
- Be flexible with your schedule, supporting the needs of the Shute Park Aquatic and Recreation Center;
- Have complete knowledge and understanding of all services and products offered;
- Uphold the standards of sanitation and sterilization as directed by law and the City's policies and procedures;
- Handle patrons' questions and concerns professionally and courteously;
- Maintain a positive attitude and contribute toward a quality work environment;
- Assist in all areas of the center's operation as requested by management;
- Performs various clerical duties, including working with cashier, helping customers, answering phones, communicating program information to parents, participants, and the general public, and processing registration forms;
- Keeps immediate supervisor and designated others accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities;
- Performs other directly related duties consistent with the role and function of the classification;

Required Knowledge, Skills, and Abilities:

- Thorough knowledge of numerous massage techniques;
- Substantial knowledge of applicable recreation facility rules and regulations;
- Ability to communicate effectively with others, both orally and in writing, using both technical and non-technical language;
- Ability to understand and follow oral and/or written policies, procedures, and instructions;
- Ability to prepare and present accurate and reliable reports containing findings and recommendations;
- Ability to operate or quickly learn to operate a personal computer using standard or customized software applications appropriate to assigned tasks;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Integrity, ingenuity, and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training:

- High School Diploma or GED; and
- Experience in massage therapy and body treatments; and
- Current state massage therapy license is **required**.

Compensation: \$15.80 - \$20.15

This position requires morning, evening and weekend work based on appointments only.

To inquire about the position or to apply, submit a City of Hillsboro employment application, cover letter, resume, and references to Brooke Ives, Recreation Program Supervisor, 503.681.5384. brookei@ci.hillsboro.or.us.

Visit www.ci.hillsboro.or.us/parksrec for more information.

Employer	Immediate Supervisor and Title	May we contact for reference? <input type="checkbox"/> yes <input type="checkbox"/> no
Address		Phone
Job Title	From: Mo. ____ Yr. ____ Full-time Part-time To: Mo. ____ Yr. ____ if part-time, number hrs/wk ____	Starting pay Ending pay
Description of job duties:		
Reason for leaving:		
Employer	Immediate Supervisor and Title	May we contact for reference? <input type="checkbox"/> yes <input type="checkbox"/> no
Address		Phone
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Reason for leaving:		

REFERENCES

List the names of three persons other than former employers and relatives having knowledge of your character, experience, or ability.

NAME	ADDRESS	RELATIONSHIP	PHONE

Do you claim veteran's preference? Yes No
(Copy of Federal DD 214 or 215 or a veteran's disability preference letter from the US Department of Veterans Affairs **must** be attached.)

Have you ever been convicted of a felony? Yes No
(Please exclude cases processed in the juvenile court or expunged convictions.)

Conviction does not necessarily disqualify you from employment.

RELEASE OF INFORMATION

I understand that this application does not represent a contract of employment. I also understand that if I am employed by the City of Hillsboro, my employment can be terminated with or without cause during my probationary period or seasonal/temporary status of employment, and thereafter in accord with City policy which may be revised by the City periodically.

I affirm that each answer to the questions incorporated into this application and all other information otherwise furnished by me is and shall be true, complete, and correct. I understand that falsification, misrepresentation or omission of information on my application may result in disqualification of my application, or dismissal from employment if I am employed. I also understand that failure to sign the application form below may disqualify me from the employment selection process. Within not more than three (3) days of employment, I will provide proof as required on the US Government, I-9 Form that I am legally eligible for employment in the United States. If I cannot provide such proof in accordance with federal Law, I understand that I will be terminated.

I understand that criminal and civil court/law enforcement records, motor vehicle driving records, education verification and reference checks will be conducted on final candidates prior to an offer of employment.

I have read and understand that by signing this application, I authorize the City of Hillsboro to conduct and hold the City of Hillsboro harmless from any result of the reference and background check that the City makes. I hereby authorize and release from all and any liability whatsoever all former employers and their employees, educational institutions, law enforcement agencies, and/or other government agencies, who I hereby request to provide/release information to and candidly respond to any inquiries of the City of Hillsboro and its agents regarding my employment, character, job performance, ability, education, criminal and civil court/law enforcement records, and motor vehicle records, that may be in their possession.

Applicant's Signature: _____

Date: _____

