



# EMPLOYMENT OPPORTUNITIES

Human Resources Department  
1415 N. Santa Anita Avenue  
South El Monte, CA 91733  
(626) 579-6540 ■ (626) 579-2107 FAX  
[www.ci.south-el-monte.ca.us](http://www.ci.south-el-monte.ca.us)  
**EQUAL OPPORTUNITY EMPLOYER**

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## **BOXING TRAINER PART TIME AT-WILL (15-19 hours per week) \$10.50 - \$12.66 per hour**

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**POSITION SUMMARY:** Under general supervision, provides assistance to the Boxing Instructor in the training and instruction of youth and adults participating in the City of South El Monte Boxing Program.

### **PRIMARY DUTIES AND RESPONSIBILITIES:**

- Assist in the training and instruction of participants in basic boxing techniques to provide a quality competitive environment to train and motivate young athletes and adults in the sport of boxing; instructs boxing team participants on safe boxing techniques, and physical training regimens.
- Assists in setting up and taking down equipment and preparing venue for activities and events; instructs and coaches participants; maintains equipment and facilities in clean and safe condition; assist in conducting boxing classes for different age groups.
- Assist in monitoring boxing activities during training and practices; recommends performances of program participants to Instructor and explains techniques and assists with skills improvement.
- Monitors guests and program participants and enforces rules, regulations, and safety precautions at boxing facilities; maintains discipline, monitors behavior and resolves issues; monitors program activities, and assists participants in boxing activities and programs.
- Prevents accidents through the enforcement of policies, rules, regulations, and ordinances governing the conduct of boxing patrons; monitors activities in the facilities for individuals who may need assistance or guidance.
- Administers first aid to the injured, and calls Emergency Medical Services (EMS) on serious accident cases.

**EDUCATION EXPERIENCE:** High School Diploma or GED equivalent; AND two years' experience in instructing boxing programs.

**REQUIRED LICENSES OR CERTIFICATIONS:** Must obtain within 90 days of appointment certificates for First Aid and CPR.

**REQUIRED KNOWLEDGE OF:** Fundamental skills of boxing techniques for youth and adults.

### **REQUIRED SKILL IN:**

- Supervising and controlling boxing activities and participants.
- Teaching boxing techniques and competitive boxing programs.
- Promoting a positive recreation environment and good personal behavior.
- Monitoring facility and guests for violations of rules and safety standards.
- Effectively using emergency techniques for standard first aid.
- Acting quickly and calmly in emergency situations.
- Establishing and maintain cooperative working relationships with co-workers and the public.
- Providing effective customer service, and dealing tactfully and courteously with the public.
- Effective verbal and written communication.

**PHYSICAL DEMANDS/WORK ENVIRONMENT:** Work is performed indoors and outdoors at City boxing facility and possible other venues; required to perform moderate physical work, lift and carry up to 50 pounds. Incumbents may be required to work overtime, and evening, weekend, and holiday shifts; must maintain a level of

physical fitness to meet Department standards.

**APPLICATION DEADLINE: Thursday, September 21, 2017 by 5:00pm**

**SELECTION PROCESS:**

Applicants demonstrating the most directly related experience/training will be invited to participate in an oral interview. All appointments are subject to approval of the City Manager. Fingerprints and background check will be conducted prior to appointment. Applicant must pass a medical examination and drug test. Applications are available at South El Monte City Hall and on-line at [www.ci.south-el-monte.ca.us/](http://www.ci.south-el-monte.ca.us/) On-line applications and or resumes will not be accepted. Applications may not be faxed or submitted electronically.

**LEGAL RIGHT TO WORK IN THE UNITED STATES**

The Immigration Reform and Control Act of 1986 requires all new hire employees to submit verification of the legal right to work in the United States within three (3) business days beginning with the first day of work. The City is legally prohibited from employing anyone who cannot provide such verification of documentation.

**EMERGENCY DISASTER WORKER**

City of South El Monte employees are registered as an Emergency Disaster Worker. In the event of a declared emergency, City employees shall initially remain at work, or if recalled, shall report to work after completing critical personal and family emergency responsibilities. All City employees are required to perform assigned Emergency Service duties in the event of an emergency or disaster and to take such oath at time of employment.

**EQUAL OPPORTUNITY EMPLOYER**

The City of South El Monte is an Equal Opportunity Employer. It is the policy of the City of South El Monte to provide employment opportunity for all qualified persons. All applicants will be considered without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender, gender identity, gender expression, marital status, ancestry, medication condition (cancer and genetic characteristics), or genetic information.

**REASONABLE ACCOMODATIONS**

The City of South El Monte is committed to providing reasonable accommodation to applicants as required by the Americans with Disabilities Act (ADA) and Fair Employment and Housing Act (FEHA). Individuals with qualified disabilities who need reasonable accommodation during the selection process must specify the accommodations needed, in writing, at the time when the employment application is submitted.

**CITY OF SOUTH EL MONTE  
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