

**PREPARATION GUIDE FOR THE 2024 SELECTION PROGRAM**  
**RETURNING EMPLOYEES**  
**(WHO WORKED DURING SUMMER 2023)**

**Please note: the interview process described below is subject to change, and will be adapted to respect the sanitary guidelines in place at the time of the interviews.**

The selection program is an evaluation to determine the knowledge, techniques as well as the public relations skills of potential Aquatics personnel. The program, for returning employees only, will be divided into 2 parts:

**1. Classroom Practical Exam – First Aid and CPR**

All candidates will have to demonstrate their knowledge of first aid and resuscitation. The candidates will be scheduled at a specific time and will have 15 minutes to demonstrate their abilities in predetermined emergency situations.

**2. Theory exam – Access to a computer required**

45 minutes are allowed to complete the online exam. The details will be communicated to candidates upon confirmation of the interview.

We reserve the right to ask a returning employee to participate in the pool evaluation on Saturday, March 18, 2023. Details of the evaluation are explained in the section below.

**SCHEDULE: Saturday March 23, 2024 between 09:00 and 15:00\***

**Recreation Centre – 60 Roosevelt avenue, Mount Royal**

Note: Each candidate will be provided a time slot for the practical exam. Each candidate has to be available between 09:00 and 15:00

**IMPORTANT**

This selection program is MANDATORY for these positions.

**\*Hours are subject to change depending on the number of applications received.**

**PREPARATION GUIDE FOR THE 2024 SELECTION PROGRAM**  
**NEW CANDIDATES: LIFEGUARDS AND INSTRUCTORS**

**Please note: the interview process described below is subject to change, and will be adapted to respect the sanitary guidelines in place at the time of the interviews.**

The selection program is an evaluation to determine the knowledge, techniques as well as the public relations skills of potential Aquatics personnel. The program will be divided into 3 parts.

**1. Classroom Practical Exams – Theory, first aid and CPR (Pierre-Laporte Pool)**

The candidates will have to demonstrate their knowledge of first aid and resuscitation. The candidates will be scheduled at a specific time and will have fifteen 15 minutes to demonstrate their abilities in predetermined emergency situations.

**2. Pool evaluation (Pierre-Laporte Pool)**

Physical fitness, swimming strokes and lifesaving techniques will be evaluated according to the National Lifeguard standards. For water safety instructors, animation techniques will be evaluated if need be at another time.

**3. Theory exam – Online**

60 minutes are allowed to complete the online exam. The details will be communicated to candidates upon confirmation of the interview.

The reference documents of the Lifesaving society are:

- *Alert! Lifeguarding in Action*
- *Canadian Lifesaving Manual*
- *Swim Instructor Guide*

We reserve the right to call candidates for a group interview to demonstrate that they are the ideal candidates for the position by answering predetermined questions.

**SCHEDULE: Sunday March 17, 2024 between 09:00 and 20:00\***

**1. Pierre-Laporte Pool – 955 Rockland road, Mount Royal (09:00 to 20:00)**

Note: A time slot will be reserved for each candidate. Each candidate must be available between 09:00 and 20:00. Allow 60 minutes for the practical exam and for the pool.

**2. Theory exam – Access to a computer required**

**IMPORTANT**

This selection program is MANDATORY for these positions. The results of the practical exams, the pool evaluation, the interview and the exam will be counted. [The passing mark for the selection program is 70%.](#)

**\*Hours are subject to change depending on the number of applications received.**

**PREPARATION GUIDE FOR THE 2024 SELECTION PROGRAM**  
**NEW CANDIDATES: CASHIERS**

**Please note: the interview process described below is subject to change, and will be adapted to respect the sanitary guidelines in place at the time of the interviews.**

The selection program is an evaluation to determine the knowledge, techniques as well as the public relations skills of potential Aquatics personnel. The program, for returning employees only, will be divided into 2 parts:

**1. Individual interview – Recreation Centre**

All candidates are invited to an individual interview lasting 15 minutes.

**2. Theory exam – Online, access to a computer is mandatory**

45 minutes are allowed to complete the online exam. The details will be communicated to candidates upon confirmation of the interview.

**SCHEDULE: Saturday March 23, 2024 between 09:00 and 15:00\***

**Recreation Centre – 60 Roosevelt avenue, Mount Royal**

Note: Each candidate will be provided a time slot. Each candidate must be available between 09:00 and 15:00.

**Theory exam – Access to a computer required**

**IMPORTANT**

This selection program is MANDATORY for these positions. The results of the different evaluations will be counted.

The passing mark for the selection program is 70%.

**\*Hours are subject to change depending on the number of applications received.**