# Boat Captain (Hourly)

**Grade: R27**

**FLSA: Non-Exempt**

**Date: 9/00**

**Job Summary:** Operator (Captain) of St. Mary’s County passenger vessel; performs other duties as assigned.

**Essential Functions:**

1. Operates vessel in accordance with all rules and safety requirements of the United States Coast Guard as they pertain to the safe operation of a passenger vessel;
2. Supervises other personnel when assigned;
3. Oversees boat upkeep and maintenance; including supervising scheduled maintenance of engine, emergency equipment and first aid kit, appearance, and a structural inspection of the vessel before each trip;
4. Participates in all United States Coast Guard inspections and emergency drills on an annual basis;
5. Responsible for the location and safe keeping of all documents pertaining to the operation of the tour vessel.;
6. Reports to the St. Clement’s Island Museum Site Supervisor problems, concerns, maintenance requests, and incidence Reports pertaining to the operation of the tour vessel;
7. Ensures licenses, and inspection certificates are current and in force;
8. Performs other duties as assigned.

**Required Knowledge, Skills, and Abilities:**

1. Ability to gain thorough knowledge of St. Mary’s County Government policies and procedures;
2. Ability to effectively communicate with other staff and especially members of the public;
3. Knowledge of the geographical area that the vessel will serve;
4. Ability to apply departmental policies and procedures to work tasks;
5. Ability to work independently on tasks and maintain accurate records;
6. Knowledge of local history and natural history of the lower Potomac River;
7. Ability to plan, organize, and execute complicated and continuing assignments accurately, with minimum instruction or review.

**Education and Experience:**

1. High school diploma or G.E.D;
2. Three years or more of related experience;
3. Or equivalent technical training, education, and/or experience.

**Additional Requirements:**

1. Must meet United States Coast Guard requirements pertaining to small passenger craft;
2. CPR Certification;
3. Must submit to random drug testing requirements;
4. Must have Coast Guard Master’s license;
5. FCC valid Marine Radio Operator Permit (MP)

**Physical and Environmental Conditions:**

Work requires constant physical effort including some lifting or handling of heavy tools or materials of 60 pounds or more.

The work environment involves high risks with exposure to potentially dangerous situations or unusual environmental stress which require a range of safety and other precautions, e.g., aggressive human behavior, extreme outdoor weather conditions, or similar situations where conditions cannot be controlled.

The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

I certify that this is an accurate statement of the essential functions and responsibilities of this position.

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Department Head Date

Your signature below indicates that you have received a copy of this position description.

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Employee Signature Date