

**YUOK TRIBE – JOB DESCRIPTION
JET BOAT CAPTAIN**

Job Title:	Jet Boat Captain				
Job Grade:	8	FLSA Status:	Non-Exempt	Location:	Klamath/Wautec
Department:	Transportation		Division:	Community Development Division	
Reports To:	Transit Manager				
ALL HIRING IS SUBJECT TO THE YUOK TRIBE’S HIRING PREFERENCE					
Salary Range:	\$24.88-\$32.47				

POSITION SUMMARY:

Under the general supervision of the Transit Manager, this position is responsible for managing and operating a twin inboard jet boat. Jet Boat Captain will be responsible for providing river ferry transit services. Captain is responsible for passenger safety and their well being while on the boat vessel. Captain must adhere to all United States Coast Guard regulations and company polices. Captain is expected to navigate the boat vessel in high water, low water, and in a safe manner and ensure safety rules are followed. Boat operator must have experience and ability to operate jet boat, to transport passengers, freight, or other cargo along the Klamath River. Captain also will manage the daily efficiency of the vessel, along with the maintenance and upkeep of the vessel.

DUTIES AND RESPONSIBILITIES

1. Inspect systems to ensure efficient and safe operation of vessels and equipment and conformance to regulations.
2. Maintain records of daily activities as required and monitor the loading and unloading of cargo and passengers.
3. Arrange for and participate in boat fueling, stockpile of supplies, cleaning as needed.
4. Provide for a safe boat operation while maintaining responsibility for the safety of passengers and crew.
5. Read gauges and perform manual checks to verify sufficient fluid levels prior to operation of the vessel.
6. Communicate with the transit dispatcher to schedule daily routes and provide regular check-ins.
7. Operate a two-way radio system to dispatch the transit driver and coordinate requests for rides, confirmation, and cancellation of trips.
8. Behave courteously towards and communicate politely and efficiently with the public and others.
9. Maintain a tactful relationship with supervisor and co-workers.
10. Ensure the maintenance of boats and related support equipment such as engines, navigational systems, docks and boarding ramps, rescue equipment, fire extinguishers, and life preservers.
11. Captain must be willing to work five days a weeks, weekends, split shifts, holidays and in all weather conditions.

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12. Provide exemplary customer relation skills and be able deal with operation of vessel while conducting boat ferry service.
13. Be safety-oriented with strong knowledge of USCG regulations and safety procedures.
14. Command boat vessel in various bodies of water (high tide, low tide, wind).
15. Measure and record water depths.
16. Provide service to planned river route.
17. Use flashing lights and whistles to signal passing vessels.
18. Coordinate with crew members or staff performing activities such as loading and unloading cargo, steering vessels, operating engines, and operating, maintaining, and repairing ship equipment.
19. Conduct daily vessel and docking facilities inspections.
20. Other duties as assigned to meet the need of the program.

SUPERVISORY RESPONSIBILITIES:

This is not a supervisory position.

MINIMUM QUALIFICATIONS:

1. Must be certified and licensed by the U.S. Coast Guard – Masters License.
2. 25 Ton Master or Limited Master License, as authorized by the United States Coast Guard.
3. Three years experience in driving boat on the Klamath River.
4. Knowledge of Klamath River and river channel.
5. Must possess a valid commercial driver’s license Class A or be willing to obtain it within three (3) months of hire. Must have a clear driving record and provide a Department of Motor Vehicle printout.
6. Must have excellent public speaking skills; past tour guide experience preferred but not necessary.
7. First Aid/CPR certification required within 30 days of hire.
8. Must obtain Swift Water Rescue training within 90 days of hire.

EDUCATION/EXPERIENCE:

Prefer high school diploma or GED and one (1) year previous experience in a comparable position or training; or equivalent combination of education and experience.

CONDITIONS OF EMPLOYMENT:

1. All applicants are subject to the Tribe’s Drug and Alcohol Free Work Place Policy including pre-employment screening.
2. May be subject to the Tribe’s comprehensive background check policy.
3. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.
4. Must have a valid California Driver’s License and be insurable through the Tribal insurance plan.

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5. Must maintain Master Captain's license.
6. Maintain First Aid and CPR certification.
7. **LANGUAGE SKILLS:** Must have the ability to read and comprehend simple instructions, short correspondence, and memos, also to write simple correspondence. With ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.
8. **REASONING ABILITY:** Apply common sense understanding to carry out instructions furnished in written, oral and/or diagram form. With ability to deal with problems involving several concrete variables in standardized situations.
9. **PHYSICAL DEMANDS:** While performing the duties of this job, the employee is frequently required to walk, stand and use hands to finger, handle, or feel. The employee is occasionally required to sit, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk and hear. The employee must occasionally lift and/or move up to 25 pounds.
10. **VISION REQUIREMENTS:**
 - Close vision (clear vision at 20 inches or less).
 - Color vision (ability to identify and distinguish colors).
 - Depth perception (three-dimensional vision, ability to judge distances and spatial relationships).
 - Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

I, _____ (print name), acknowledge receiving a copy of this job description. I also understand that, as an employee, I am expected to perform my assigned duties, to read and abide by all Yurok policies and procedures—personnel, vehicle usage, procurement, etc. I understand that any violations of all established policies and procedures may lead to disciplinary measures, up to and including termination.

_____ _____ _____
Employee Signature Date Employee #

_____ _____
Supervisor Signature Date