**CHER-AE HEIGHTS INDIAN COMMUNITY OF THE**

**TRINIDAD RANCHERLA**

Job Description

**Job Title:** Vessel Operator

**Department:** Seascape Harbor/ Pier

**Reports To:** LeadPier Supervisor /Facilities Manager (changed reporting designation)

**FLSA Status:** Non Exempt

**Prepared By:** Transportation and Land Use Mgr/Interim Harbor Mgr.

**Prepared Date:** 3/14/17

**Summary:** The Vessel Operator of the Harbor Pier (excluding bait and tackle shop and restaurant) is a temporary part time position. The Vessel Operator is completely in charge of the operation of the vessel, which means he or she must accomplish a myriad of tasks. Exceptional knowledge of coastal piloting and the Trinidad Harbor is preferred. Captains must be able to make landings alongside docks and other vessels in all weathers. Attention to detail is imperative. A Merchant Mariners License, OUPV (six-pack), or greater, is required.

**Essential Duties and Responsibilities** include the following:

* Operates a power-driven vessel in the Trinidad Harbor and connecting coastal waters.
* Advises interested public on harbor, safety, vessel capability, weather conditions, docks, navigation, and other factors, which apply to the vessel’s operation and schedule.
* Administers first aid as necessary.
* Maintains standard vessel logs, papers, and reports.
* Assist in removal of debris from harbor and dock.

**Supervisory Responsibilities:**

This job has no supervisory responsibilities.

**Qualifications and/or Experience**

To perform this job successfully, an individual must be able to perform each job duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties.

* Must be very dependable, punctual and willing to work varied and/or additional hours, upon request, in order to meet departmental needs.
* Ability to work independently, prioritize workload, and carry out assignments to completion with minimum instruction through adherence to prescribed routines and practices.

**Language Skills**

* Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
* Ability to write reports, and or logs.
* Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**Reasoning Ability**

* Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
* Ability to interpret and carry out a variety of instructions furnished in written, oral, diagram, or schedule form.

**Certificates, Licenses, Registrations**

* Must possess a valid California Driver's License and be insurable by the Trinidad Rancheria Insurance Policy.
* Must possess and maintain Transportation Worker Identification Card (TWIC)
* Must possess and maintain Merchant Mariners License (Six-Pack)

**Physical Demands / Work Environment**

* Physical demands are representative of those that must be met by an employee to successfully perform the duties of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties.

**Conditions of Employment**

* Position is Temporary Part-Time, Hourly
* Employee will be subject to alcohol and drug testing pursuant to the Tribe's Drug and Alcohol Free Workplace Policy, including pre-employment screening.
* Preference will be given to qualified Native American applicants.

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Signature Date