



POSITION: CASUAL VESSEL MASTER/MATE (PS101598)
Located at Golden Gate Ferry Terminal (Larkspur, San Francisco) This position is represented by the Marine Engineers' Beneficial Association (MEBA)

SALARY RANGE: Casual Vessel Master starts at \$52.65
Casual Mate starts at \$52.06
Position assignment depends on operational requirements

OPENINGS: 5 and to create an eligibility list for future requirements

DATE POSTED: Wednesday, January 12, 2022

CLOSING DATE: Wednesday, January 26, 2022

POSITION DESCRIPTION:

Under the general direction of the Director of Operations, this position is responsible for the safe navigation of District vessels in accordance with Ferry Division policy and the requirements of law. Responsible for the start-up and shut down of engines and generators plus the in-service care and maintenance of machinery and auxiliaries. Supervises crew in general upkeep and cleanliness of vessel when in-service crew is aboard and performs other related duties as required by management policy. May be assigned to work either as a vessel Master or Mate on District vessels.

MINIMUM JOB REQUIREMENTS:

Education and/or Experience:

- A high school diploma or GED equivalent.
- Requires a minimum of six months' actual vessel operating time within the last two years.
- Successful completion of the District's Vessel Master Familiarization Program. Upon completion of the familiarization course, candidate must be able to sail unaccompanied as a Vessel Master on District vessels.

Required License/s:

- Must possess and maintain a current, valid California driver's license and satisfactory driving record. No more than two (2) moving violations within the last 3 years. No DUIs or reckless driving infractions within the last 7 years. Operates District vehicles on a regular basis.
- A valid 100 gross ton operator's license or better, indicating appropriate route.
- CPR endorsement
- An approved radar observer certificate (or endorsement on license if 300 G.T. or over)

ESSENTIAL RESPONSIBILITIES:

Casual Vessel Master (PS101434)

- Navigates the vessel and is responsible for the safety of the passengers and crew.
- Supervises crewmembers in safety procedures and the proper use of personal safety equipment and portable radios.
- Monitors and inspects the engine room with rounds while in service along with carrying out vessel servicing and maintenance procedures as directed.
- Conducts and supervises emergency drills prescribed by the US Coast Guard and the District at intervals set by management.
- Assists with US Coast Guard and vessel inspections when required.
- Ensures that all US Coast Guard and vessel certificates are valid for vessel operation.
- Maintain an accurate legible daily vessel log and prepares such reports and documents as are required by law and District policy.
- Responsible in handling vessel payroll through the use of electronic time keeping (Kronos).
- Knows and follows the safety and health rules and safe working practices applicable to his or her job
- Establishes and maintains effective working relationships with District employees, customers, vendors and all others contacted during the course of work using principles of excellent customer service.
- Performs additional related duties as assigned.
- Regular and reliable attendance and performance required.

REQUIRED KNOWLEDGE, ABILITIES and SKILLS:

Knowledge of:

- District Policies and Labor Agreements (MOUs)
- Occupational health and safety rules and working practices applicable to this position.
- Electronic navigational systems used on the bridge,
- Engine and steering control/alarm systems. Desired Vector system components, main and back-up steering.

Ability to /Skill in:

- Effectively assign, supervise, and review the work of subordinate personnel.
- Communicate effectively both in oral and writing from.
- Understand and carry out safe work practices.
- Work cooperatively with other District employees and with the diverse public in a courteous and professional manner in all circumstances.

PHYSICAL REQUIREMENTS:

Standing 100% of shift. Requires climbing stairs and rung ladders frequently. Lifting up to 50 pounds. Reaching overhead. Work inside and outside in all weather conditions.

APPLICATION PROCEDURE:

FAILURE TO MEET ANY OF THE REQUIREMENTS STATED BELOW MAY RESULT IN REJECTION OF YOUR APPLICATION

TO APPLY: www.goldengate.org/jobs

Applicants must apply online by the deadline date. Applications received after the deadline will not be considered.

The District's Human Resources Kiosk is available for filling out and submitting your online application and employment documents. The HR kiosk is located at the San Rafael Office. For directions and general information, visit our website www.goldengate.org.

The District's primary and official means of application notification is via EMAIL. Thus, applicants are advised to check their email for their application status updates.

THE FOLLOWING DOCUMENT(S) MUST BE SUBMITTED AT TIME OF APPLICATION:

1. GGBHT Online Employment Application
2. Resume (**Scan and attach as PDF to your online application**)
3. A copy of your DMV K4 printout (**Scan and attach as PDF to your online application**)
 - For *external applicants*: The applicant's submitted DMV K4 Printout should be dated within 30 days from the date of the job posting. A complete DMV K4 report has the word *END* in capital letters at the end of the report.
 - For *internal applicants (District Employees) who are part of the Pull Notice Program*, the Human Resources Department will request the applicant's DMV report upon receipt of the applicant's online application.
4. A copy of Merchant Mariner's License (**Scan and attach as PDF to your online application**)

SELECTION PROCESS FOR THIS POSITION MAY INCLUDE:

- Assessment of education, training and experience
- Panel Interview
- Drug Testing, post offer of employment
- Medical examination, post offer of employment
- Background, Employment and Security Investigation, post offer of employment.

**The District will only invite those candidates whose qualifications MOST CLOSELY MATCH the position requirements to continue in the selection process.*

AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of the Golden Gate Bridge Highway and Transportation District to take all personnel actions on the basis of merit and other job-related factors, without regard to race, color, national origin, religion, sex (including pregnancy, childbirth, and related medical conditions), disability: physical or mental, age (40 and older), genetic information, marital status, sexual orientation and identity, medical condition, political affiliation or military status.

Applicants with Disabilities: The Human Resources Department will make reasonable efforts to accommodate applicants with disabilities to complete the Employment Application and in any job-related examination process. If you have special needs, please call (415) 257-4535 (Human Resources).

Revised 02/15/2019

01/12/2022 MR

Human Resources Administration
Human Resources Department
GGBHTD
1011 Andersen Drive
San Rafael, CA 94901-5318