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| JOB TITLE: | SUPERVISING VESSEL MASTER | DIVISION: | FERRY |
| REPORTS TO: | VESSEL OPERATIONS MANAGER | EEO CATEGORY: | 02 - PROFESSIONAL |
| FLSA: | NON-EXEMPT | SAFETY-SENSITIVE: | YES |
| CLASSIFICATION: | REPRESENTED | LOCATION: | CAN BE ASSIGNED IN LARKSPUR, TIBURON OR SAN FRANCISCO |

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

Position Summary

Responsible for the safe navigation of the vessel in accordance with Division policy and the requirements of law. Is 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.

Essential Responsibilities

- Navigates the vessel and is responsible for the safety of the passengers and crew.
- Supervises crew-members in safety procedures.
- Monitors and inspects the engine room and carries out servicing and maintenance procedures as directed.
- Conducts and supervises emergency drills prescribed by the US Coast Guard at intervals set by management.
- Assists with US Coast Guard and FCC inspections when required.
- Ensures that all US Coast Guard and FCC certificates are valid for vessel operation.
- Maintain an accurate daily vessel log and prepares such reports and documents as are required by law and District policy.
- 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 are required.

Required Knowledge, Skills and Abilities

Knowledge of:

- District Policies and Labor Agreements (MOUs)
- Occupational health and safety rules and working practices applicable to this position.



Skills or Ability to:

- Effectively assign, supervise, and review the work of subordinate personnel.
- Communicate effectively both in oral and writing form.
- 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.

Minimum Qualifications

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, for which the above license was a requirement of employment.
- Successful completion of the District's Vessel Master Familiarization Program.

Required License:

- 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.
- A CPR and fire-fighting endorsement.
- An approved radar observer certificate (or endorsement on license if 300 G.T. or over).

Physical Requirement: 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.