



ST. MARY'S COUNTY GOVERNMENT VACANCY ANNOUNCEMENT

POSITION: Boat Captain-Hourly \$26.02 per hour
+ (LIMITED FRINGE BENEFITS)*

DEPARTMENT: Recreation and Parks - (St. Clement's Island Museum)

OPENING DATE: 08-08-18 **CLOSING DATE:** Open Until Filled

MINIMUM QUALIFICATIONS:

Education: High school diploma or G.E.D.

Experience: Three years or more of related experience.

Note: Any equivalent combination of acceptable education and experience which has provided the knowledge, skills and abilities cited below may be considered.

ADDITIONAL REQUIREMENTS:

- ◆ Must pass extensive background investigation;
- ◆ Must meet United States Coast Guard requirements pertaining to small passenger craft;
- ◆ CPR Certification;
- ◆ Must submit to random drug testing requirements;
- ◆ Must have Coast Guard Captain's license;
- ◆ FCC valid third class operator's license;
- ◆ Negative drug test result from pre-employment drug screen;
- ◆ Successful candidate must provide proof of eligibility to work in the United States prior to employment.

JOB SUMMARY: Operator (Captain) of St. Mary's County passenger vessel.

DUTIES:

- ◆ 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;
- ◆ Supervises other personnel when assigned;
- ◆ 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;
- ◆ Participates in all United States Coast Guard inspections and emergency drills on an annual basis;
- ◆ Responsible for the location and safe keeping of all documents pertaining to the operation of the tour vessel;
- ◆ 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;
- ◆ Ensures licenses, and inspection certificates are current and in force;
- ◆ Performs other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

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

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.

COMPENSATION/BENEFITS:

Hiring Salary: \$26.02 per hour.

FLSA: Non-Exempt

***Under the Affordable Care Act/ACA, hourly employees who average at least 30 hours of service per week over a 12-month measurement period are eligible for health insurance benefits.**

SELECTION PROCEDURE: Applications will be screened for those who meet job requirements and have related experience. Selected applicants will be invited for an interview. All candidates will be notified of their selection or non-selection for interview.

TO APPLY: A 2008 ST. MARY'S COUNTY GOVERNMENT APPLICATION IS REQUIRED. ALL PRIOR VERSIONS OF THE APPLICATION ARE OBSOLETE.

Applications are available at: Potomac Building, Third Floor, Dept. of Human Resources
23115 Leonard Hall Drive, Leonardtown, MD
Phone: 301-475-4200 Extension: *1100 Fax: 301-475-4082
Jobs Line: 301-475-4200 Extension: *1109
Email: smchr@stmarysmd.com Website: www.stmarysmd.com
Must press the * key before the extension

ACCESSIBILITY NOTICE: If you need a reasonable accommodation for any part of the employment process due to a physical or mental disability, please contact the Department of Human Resources: smchr@stmarysmd.com or (301) 475-4200, Extension: *1110

APPLY NOW - <http://www.stmarysmd.com/hro/application/HRAApplication.asp>

Applications must be received in the Human Resources Department on or before the closing date regardless of the postmark date.