



Seldovia Village Tribe

Vessel Captain/Kachemak Voyager

Department: Seldovia Bay Ferry

FLSA Status: Non-Exempt

Grade/Level:

Job Type:

Work Schedule:

ON-CALL AND RELIEF.

Job Status: RELIEF CREW

Reports To: General Manager/SBF Marine Operations

Amount of Travel Required: vessel operation underway

Positions Supervised: All members of the Kachemak Voyager crew

POSITION SUMMARY

Responsible for all functions of the Kachemak Voyager vessel operations including: deck, engineering, guest services and administration. Responsible for crew management , passenger and crew safety, operational efficiency and customer service.

ESSENTIAL FUNCTIONS

Essential Functions Statement(s)

- Command, control and operate vessel in accordance with United States Coast Guard regulations, Rules of the Road, all applicable safety, environmental and health regulations, Seldovia Village Tribe, Cities of Homer and Seldovia, and Kenai Peninsula Borough policies and procedures.
- Responsible for navigation, piloting and handling of the vessel.
- Conduct and log safety drills and training of crew members to ensure crew proficiency in all duties, particularly Station Bill responsibilities and all aspects of passenger safety.
- Lead and motivate crew members to perform their duties with professionalism, accuracy and enthusiasm.
- Routinely evaluate crew performance in order to ensure the operation of the vessel is conducted in an efficient manner.
- Maintain high standards of passenger service.
- Ensure vessel is in compliance with applicable regulations and that all certificates are current and readily available for inspection.
- Ensure all equipment is maintained in accordance with phased maintenance schedules and that discrepancies are noted, prioritized, reported to General Manager of Marine Operations and corrected as soon as possible.
- Inspect all areas of the vessel for environmental, safety and health deficiencies on a regular schedule. Maintain general vessel and maintenance logs. Carry out corrective actions to the maximum extent possible.

- Immediately report all deficiencies that cannot be addressed by the ship's-force to the General Manager of Marine Operations.
- Perform other duties as may be assigned by the General Manager of Marine Operations or SVT President/CEO.

POSITION QUALIFICATIONS

Competency Statement(s)

- Accountability - Ability to accept responsibility and account for his/her actions.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Communication, Written - Ability to communicate in writing clearly and concisely.
- Customer Oriented - Ability to take care of the customers' needs while following company procedures.
- Decision Making - Ability to make critical decisions while following company procedures.
- Detail Oriented - Ability to pay attention to the minute details of a project or task.
- Diversity Oriented - Ability to work effectively with people regardless of their age, gender, race, ethnicity, religion, or job type.
- Honesty / Integrity - Ability to be truthful and be seen as credible in the workplace.
- Innovative - Ability to look beyond the standard solutions.
- Leadership - Ability to influence others to perform their jobs effectively and to be responsible for making decisions.
- Management Skills - Ability to organize and direct oneself and effectively supervise others.
- Organized - Possessing the trait of being organized or following a systematic method of performing a task.
- Problem Solving - Ability to find a solution for or to deal proactively with work-related problems.
- Relationship Building - Ability to effectively build relationships with customers and co-workers.
- Responsible - Ability to be held accountable or answerable for one's conduct.
- Team Builder - Ability to convince a group of people to work toward a goal.
- Time Management - Ability to utilize the available time to organize and complete work within given deadlines.
- Working Under Pressure - Ability to complete assigned tasks under stressful situations.
- Safety Awareness - Ability to identify and correct conditions that affect employee safety.

SKILLS & ABILITIES

Education: Licensed experience with 100 GRT vessels and excellent navigational and shiphandling skills on vessel of similar size.: Required

Experience: 1 plus years of experience
Prefer 3 years on vessels of similar size and horsepower. Minimum one year experience as Master or Watch Officer.

Computer Skills: Basic knowledge of computer programs.

Certifications & Licenses: USCG Master License 100 GRT; RADAR Observer, Unlimited; Marine Radio Operator's Permit; TWIC certification CPR/First Aide

PHYSICAL DEMANDS

N (Not Applicable) Activity is not applicable to this position.
O (Occasionally) Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
F (Frequently) Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
C (Constantly) Position requires this activity more than 66% of the time (5.5+ hrs/day)

Physical Demands

Stand	F
Walk	F
Sit	O
Manually Manipulate	F
Reach Outward	F
Reach Above Shoulder	O
Climb	F
Crawl	O
Squat or Kneel	O
Bend	F

Lift/Carry

10 lbs or less	C
11-20 lbs	F
21-50 lbs	F
51-100 lbs	O
Over 100 lbs	N

Push/Pull

12 lbs or less	C
13-25 lbs	F
26-40 lbs	F
41-100 lbs	O

Other Physical Requirements

- Vision (Near, Distance, Peripheral, Depth)
- Sense of Sound - Ability to hear clearly
- Ability to wear Personal Protective Equipment (PPE) - personal floatation vest, protective clothing, closed non skid shoes, ear plugs

WORK ENVIRONMENT

Work is conducted both indoors and outdoors. Must have ability to manipulate large and small objects, ability to see, hear and speak clearly. Physical activities may also include twisting, crouching, or kneeling. There is frequent involvement with individuals who exhibit less than cordial behavior. Must have the ability to work with culturally diverse population. Seldovia Bay Ferry uniform will be worn with name tag per dress code policy. Personal protection clothing will be provided. Seldovia Village Tribe is a drug and alcohol, tobacco free workplace. Staff must consent to background checks to include fingerprinting, and both pre-employment and random drug testing.

Approval: _____ Date: _____

Employee
Signature: _____ Date: _____

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the company reserves the right to change this job description and/or assign tasks for the employee to perform, as the company may deem appropriate.