

CHEBEAGUE TRANSPORTATION COMPANY

POSITION DESCRIPTION

Job Title: Deckhand	Effective Date: January 2011
Reports to: General Manager	Classification: Full Time/Part Time
Revision Date: January 2011	Pay type: Salaried/Hourly

Position Overview

The CTC Deckhand is responsible for the safe loading and unloading of passengers and freight, accurate fare collection, monitoring passenger behavior, preparing vessel for departure and landing, including handling boat lines, and other duties as instructed by the Captain. Along with the Captain, the Deckhand is responsible for safe and timely operation of CTC vessels in compliance with United States Coast Guard and other regulations. The Deckhand is responsible for assisting the Captain with the safekeeping of CTC vessels while on duty.

Essential Job Functions

- Comply with all CTC policies and procedures.
- Collect fees for fares and freight; balance daily and remit to the CTC office.
- Ensure the safekeeping of all CTC tickets, books, checks, and cash in possession.
- Assist the captain as requested in ensuring timely and safe operation of CTC vessels while on duty.
- Handle and secure vessel lines during departure and docking.
- Assist the Captain as directed in leaving wharves and serving as watch in poor weather.
- Monitor passenger behavior and take appropriate action as needed, at Captain's direction.
- Under Captain's direction, coordinate with the mainland crew any changes in schedule, lack of bus passengers, or any other assigned information.
- Participate and become proficient in all emergency drills.
- Maintain knowledge of basic vessel maintenance as described in the Maintenance Procedures.
- Be knowledgeable in safety procedures as described in the Safety Procedures.
- On-call for rescue trips during shift. The last Deckhand of the night is responsible until the first ferry trip the following morning.
- Be able to serve as deckhand on all CTC vessels.
- Attend Board and Stockholder meetings, as requested.
- Exhibit professionalism and excellent customer service.
- Assist in the loading and unloading of freight and passengers.
- Be knowledgeable about and perform emergency duties if needed.
- Maintain organization and cleanliness of the vessels.

Requirements

- Excellent customer service skills
- Adequate knowledge of vessel maintenance
- Familiarity with safety programs
- Understanding of CTC policies and procedures
- Familiarity with Coast Guard and other related regulations
- Ability to make sound judgments in stressful situations
- Basic computer skills including email, Excel, and Word

Other Skills/Abilities

- Ability to perform deckhand duties
- Ability to perform Barging and Charter deckhand duties, as assigned

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as requested to meet the ongoing needs of the organization.