

Yurok Economic Development Corporation

JOB DESCRIPTION

Jet Boat Crew Member

Job Title:	Jet Boat Crew Member	Job Grade	
Department	YEDC	Location	Klamath
Reports To:	YEDC, Executive Director	FLSA Status	Non Exempt
ALL HIRING IS SUBJECT TO THE YUROK TRIBE'S HIRING PREFERENCE			
Salary Range	\$12.00 - \$14.00 per hour, DOE		

SUMMARY:

Incumbent is under the direct supervision of the Jet Boat Captain, who assigns the work and reviews job performance.

Klamath Jet Boat Tours operates seasonally from approximately May 1 through October 15. The store hours are 8:00AM to 7:00PM seven days per week. Crew schedules are set up according to the passenger schedule and load. Crew persons must be flexible with their schedule and at times will be "on call".

DUTIES AND RESPONSIBILITIES:

1. Clean and prepare boats prior to tour
2. Clean and service boat between tours (i.e. fuel, check oil, clean windows, and perform a safety check.)
3. Keep docks, ramp, walkway, and customer waiting area clean.
4. Maintain safe and orderly work area.
5. Assist in loading customers.
6. Mow grass, weed, and plant and prune bushes, otherwise maintain the surrounding area around the Jet Boat facility.
7. Wash exterior glass window and glass doors
8. Wash decking around building and maintain and periodically wash exterior of building
9. Maintain and clean parking lot.
10. Utilize proper equipment and tools for job in a safe manner, i.e. lawnmower, weed whacker, and power washer.
11. Possible narration of the jet boat tours

SUPERVISORY RESPONSIBILITIES:

This is not a supervisory position

MINIMUM QUALIFICATIONS:

1. Ability to properly use and maintain equipment and tools needed for position.
2. Knowledge of necessary precautions when dealing with cleaning chemicals and supplies.
3. Must have a valid driver's license and be insurable under the Yurok Tribe's vehicle insurance policy.
4. Be mechanically inclined.

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DRESS CODE:

- 1: Any shirt/sweatshirt with Klamath Jet Boat Tour logo with jeans, kakis, slacks, or shorts (not short shorts) that are clean and in good condition.
- 2: Appearance must be neat and clean.
- 3: Long hair must be in a neat ponytail or braid.
- 4: No sandals, tennis shoes required.

EDUCATION/EXPERIENCE:

- 1: Individual to have base knowledge concerning maintenance of grounds i.e. equipment.
- 2: Worked with the public
- 3: Prefer individual to have mechanical experience.
- 4: Learn or have knowledge of maintenance on jet boat motors
- 5: Prefer individual to have knowledge of the Klamath River, but not required.

CONDITIONS OF EMPLOYMENT:

- All applicants are subject to the Tribe's Drug and Alcohol Free Work Place Policy including pre-employment screening.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.
- When necessary, must be able to lift 50 pounds.
- Must pass a physical exam.
- Must have a valid California Driver's License.