

**FERRY OPERATOR
MARINE SERVICES****POSITION SUMMARY**

The Ferry Operator directs and assists the loading and unloading of all vehicles and passengers onto the Ferry and collects all ferry tolls. The Ferry Operator is responsible for the operation and maintenance of the Ferry in accordance with all relevant federal, provincial and municipal regulations, legislation and standards. The Ferry Operator will carry out the duties in alignment to the organization's mission, vision and values, and work to further its priorities.

SUPERVISION RECEIVED

Works under the supervision of the Supervisor of Marine Services.

CORE COMPETENCIES

- Demonstrates the core Corporate competencies: Professionalism, Respect and Integrity; Client Service Orientation; Accountability, Commitment and Perseverance; Communication; Innovation/Process Improvement; and Teamwork
- Demonstrates the core Department competencies: *List department specific competencies*

KEY RESPONSIBILITIES AND ROLE EXPECTATIONS

- Performs the responsibilities of the position within the legislative and regulatory standards set out in the applicable federal, provincial and municipal statutes; performs the responsibilities of the position consistent with the operational policies of the County of Frontenac (County)
- Directs and assists the loading and unloading of all vehicles and passengers onto the Ferry in a safe and efficient manner; maintains orderly parking and traffic flow at terminal sites
- Collects all ferry tolls
- Operates the Ferry in a safe manner; tests and maintains firefighting and lifesaving equipment and carries out lifeboat and firefighting drills
- Completes minor repair and maintenance of the vessel, within the scope of the position, and assists Ministry of Transportation representatives in maintenance when required
- Provides information to, and interacts with the public in a positive and constructive manner
- Provides a safe environment for passengers on the ferry

- Reports or escalates concerns, incidents, accidents and near-misses regarding vessel operation and maintenance to the Supervisor
- Maintains and cleans the ferry and ferry building; replenishes ferry supplies

Health & Safety

- Protects own health and safety and the safety of others by adopting safe work practices, wearing the applicable personal protective equipment (PPE) reporting unsafe conditions immediately, and attending all relevant in-services regarding occupational health and safety
- Follows all guidelines for employees and employers as legislated under the Ontario Occupational Health and Safety Act

Other Duties

- Completes other duties as assigned

The foregoing description reflects the general responsibilities and expectations necessary to describe the principal functions of the job identified and shall not be construed to be all of the work requirements that may be inherent in this classification

EDUCATION AND EXPERIENCE:

- Grade 12 diploma; an equivalent combination of related education and experience may be considered
- Must hold all required licenses regulated by Transport Canada – Marine Safety (Marine Emergency Duties, Restricted Radio, Telephone Operators License (Maritime), Marine First Aid Certificate
- Maintain an acceptable bi-annual Transport Canada Marine Medical from a certified doctor
- Marine emergency duties training required

KNOWLEDGE, SKILLS & ABILITIES:

- Demonstrated knowledge of all legislation and regulations pertinent to the role as well as an understanding of policies and legislation affecting the department
- Demonstrated strong communication skills, both written and verbal and ability to communicate information to a diverse audience base
- Demonstrated respect for individual differences and competencies
- Demonstrated commitment to client-centered service
- Demonstrated professional work ethic and behaviours in interaction with internal and external contacts and the ability to express ideas clearly and concisely with ease and confidence in a professional, consistent and positive manner
- Demonstrated time management and prioritization skills with the ability to function within a fast-paced environment, responding with flexibility to changing priorities
- Demonstrated ability to adapt to change within an environment with a continuous process improvement mindset

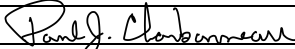
- Demonstrated ability to be a team player who is able to establish and maintain effective working relationships with fellow employees, clients/resident/patients and the public
- Demonstrated ability to build resiliency and be aware of own strengths and limitations
- Proven willingness to learn and acquire new information and skills
- Ability to problem solve using factual information
- Basic computer proficiency using Microsoft Office (e.g. Outlook) and the ability to use other software applications
- Demonstrated ability to adhere to confidentiality while exhibiting discretion and good judgement
- Demonstrated understanding and commitment to health and safety policies, procedures and applicable legislation
- Demonstrated ability to attend work on a regular basis
- Must hold a valid Class "G" driver's license
- Satisfactory Criminal Reference Check and Vulnerable Sector Screen
- Demonstrated ability to meet the physical demands of the position

WORKING CONDITIONS:

- Varied hours of work based on the requirements of the position
- Possible exposure to client/ aggressive/defensive/agitated/disruptive behaviours
- Periods of time standing and walking
- Ability to lift up to 20 kilograms
- Bending, lifting, reaching required
- Exposure to heat/cold temperatures
- Exposure to noise
- Possible exposure to dirt/dust
- Possible exposure to chemical products used in cleaning

COMPENSATION:

- Probationary period as per applicable Collective Agreement
- Compensation and benefits as per the Collective Agreement

Manager Signature:	
Date:	March 6, 2018
Date Amended:	