

# Captain's Job Description

Revised February 2023

## OVERVIEW

The Captain has overall responsibility for the safety of the crew, passengers, and vessel on all charters, tours, and taxi services while delivering the Watermark brand as an 'Unforgettable Journey'.

While under command, the Captain is ultimately responsible for all aspects of the operational tasks required to make the vessel ready for and execution of the tour/charter/taxi service and ensuring the vessel is secured properly at the end of the tour/charter/taxi service.

The Captain will be polite and professional to both guests and fellow employees.

All personnel under the Captain's command will individually check out with the Captain before departing the vessel at the end of the work shift.

The Captain will ensure that the crew job skills are developed and reinforced at all opportunities.



## SOME OF THE CAPTAIN'S RESPONSIBILITIES

1. To have a thorough understanding of the Company Policies, Dress Code and Appearance Standards...
2. To understand all vessel operations and safety procedures, especially man-overboard and fire procedures.
3. To ensure the safety of all passengers at all times. Includes overseeing pre-departure demonstration of PFD's, their whereabouts, and fire extinguishers. This is to be done 5 minutes before planned departure time as to allow for on time departure from the dock for tours and charters.
4. To conduct sightseeing tours and charters in a timely manner and assure the customers' satisfaction to the best of your ability, while maintaining safety.
5. To perform daily maintenance of the engine room and other areas included in the HELM report to be filled out for every shift.
6. To conduct Man Overboard, Fire, Security, and Safety drills in a timely manner
7. To understand the specifications of each boat and to follow special written instructions.
8. To provide training to crew new to the vessel. To teach crew members to steer the boat and to encourage new crew to achieve advancement.
9. To operate and manage vessel in an environmentally conscious manner, minimizing fuel consumption, using appropriate cleaners, and maintaining optimum cleanliness and monitoring of all system and equipment.



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