

Job Summary – Highway 2 Watercraft Inspector II

The Highway 2 Watercraft Inspector II is similar to a Highway 2 Watercraft Inspector with the only difference being data entry on site. Highway 2 Watercraft Inspector II will work to prevent the introduction of aquatic invasive species (AIS) to the region by thoroughly inspecting all watercraft and preventing fouled watercraft from launching before being cleaned and enter information from data forms during down time. Inspectors will be provided job performance manuals and be responsible to follow the protocols set therein to conduct watercraft user surveys and inspect many different types of watercraft.

Job Schedule

This schedule is time spent at the job site during the busy operating season (Memorial Day to Labor Day). Hours are subject to change during the 'off-season' (March 1 to Memorial Day and Labor Day to mid-October) when the station is open limited hours.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8am to 8pm	8am to 8pm	8am to 2pm				2pm to 8pm

Job Duties

- Open and close the watercraft inspection station at specified times
- Thoroughly inspect watercraft in a timely manner
- Talk with boaters about aquatic invasive species in a friendly manner
- Distribute educational materials to boaters and the general public
- Issue Certificates of Inspection to boaters launching on Blackfeet Nation waters
- Follow instructions in the protocols to correctly fill out data forms
- Follow detailed instructions in the manual provided to handle non-compliant boaters and failed inspections
- Enter data from completed forms and email completed forms to supervisory staff once a week

Job Requirements

- Level 1 Watercraft Inspector Certificate. Training will be provided before the start of the season and Certificates will be awarded upon successful completion.
- Comfortable in using and performing functions on Microsoft Excel. The successful applicant will be tested on their Excel knowledge and ability before starting the position.
- Excellent verbal communication skills and conflict resolution in stressful environments
- Excellent written communication skills for filling out data during inspections
- A working laptop that can be used at the watercraft inspection station
- High school diploma or equivalent
- Ability to lift 50 lbs.
- Ability to work long hours in inclement weather. A heater and shade cover is provided.
- Working cell phone
- Vehicle and valid driver's license. WIS will be required to use their own vehicle to set up and/or close down the watercraft inspection station.

- Knowledge of different types of watercraft preferred
- Knowledge of local bodies of water preferred
- Previous experience working with the public preferred

Compensation

Starting wage is \$12/hour.

If a watercraft inspector satisfactorily completes a full season, a bonus of up to \$0.25 per hour worked will be awarded at the end of the season. Job performance will be rated on monthly evaluations by supervisory staff and data received from undercover boaters, or “secret shoppers.”