

## **Pump-out Boat Requirements and Responsibilities**

### **Pump-out Supervisor**

Hiring Requirements- Be able to display or document the ability to act in a supervisory capacity as well as:  
Hold a Ct. Safe Boating Certificate or greater certification  
Hold a valid drivers license  
Pass a drug test  
Pass a background check  
Be able to swim  
Be able to display safe operation of the pump-out boat.  
CPR or basic first aid training is preferred  
Display proper use of a VHF radio.  
Possess document and record keeping skills  
Conduct him/herself in a professional manner

Responsibilities- Under the direction of the pump-out Liaison . Direct subordinates in the operation of the pump-out boat in accordance with the directives and policies set forth by the WHMC and the Pump-out Liaison including but not limited to: purchase of protective equipment, collecting, tallying and submitting payroll, providing training when required, tallying daily and weekly pump-out sheets, assigning of tasks, development of employee scheduling, maintaining employee files, and providing discipline for minor infractions as needed.  
In addition to the above, the Pump-out Supervisor shall serve as a regular member of the crew responsible for:  
Operating the pump-out vessel in a safe manner, performing daily checks, performing basic record keeping of the pump log and vessel log, performing basic vessel maintenance as directed and communicating with the appropriate members of the organizational structure when necessary.

## **Pump-out Operator**

Hiring Requirements- Hold a Ct. Safe Boating Certificate or greater certification  
Hold a valid drivers license  
Pass a drug test  
Pass a background check  
Be able to swim  
Be able to display safe operation of the pump-out boat.  
CPR or basic first aid training is preferred.  
Display proper use of a VHF radio.  
Conduct him/herself in a professional manner

Responsibilities- Under the auspices of the pump-out Supervisor or superior:  
Operate the pump-out vessel in a safe manner, performing daily checks, performing basic record keeping of the pump log and vessel log, performing basic vessel maintenance as directed and communicating with the appropriate members of the organizational structure when necessary.