



Code: 7398
Family: Construction, Maintenance, and Skilled Labor
Service: Operation and Construction
Group: River, Harbor, and Transportation
Series: Marine

CLASS TITLE: DECK HAND

CHARACTERISTICS OF THE CLASS

Under supervision, provides manual support to assist in the operation and maintenance of a City-owned tugboat, and performs related duties as required

ESSENTIAL DUTIES

- Handles lines to moor vessel, tie up vessel during docking and departing operations, and to rig towing lines
- Guides the vessel away from dock and ensures that lines are properly stowed
- Loads and unloads supplies, materials, equipment, to and from vessels; operates a forklift as needed
- Assists passengers boarding and departing the vessel and to the water intake cribs
- Connects and disconnects fuel hoses and electrical lines
- Secures the tugboat to barge for the purpose of towing and ensures barge is secured to the dock before tugboat is released
- Signals and guides the Marine Pilot for the purpose of ensuring the safe and effective movement of the vessel during barge moves
- Stands steering watches and lookout watches while underway
- Assists the Marine Engineer during fuel transfer operations and in maintenance of the vessel's engine and equipment
- Operates, maintains and repairs tugboat equipment (e.g., winches, cranes) and uses handtools to splice and repair cables and ropes
- Performs general housekeeping and maintenance functions (e.g., washes deck, paints superstructure, polishes metal)
- Assists Tug Boat Coordinator with ice mitigation and removal
- Instructs passengers on safe boating practices and procedures (e.g., location of survival suits, life jackets, fire extinguishers)
- Assists with buoy deployment and retrieval operations, as required
- Cools bridge mechanisms by spraying them with cold water in hot weather to facilitate their operation, as required

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- Three years of work experience as a deck hand or crew member assisting in the operation and maintenance of a tugboat, tow boat or vessel

Licensure, Certification, or Other Qualifications

- Merchant Mariner's Document (MMD) with Able Bodied Seaman-Unlimited endorsement issued by the United States Coast Guard
- Assignments involving the operation of a forklift require positions to be trained and evaluated by the employer prior to the assignment, as required under OSHA standards administered by the Illinois Department of Labor (IDOL)

WORKING CONDITIONS

- Exposure to extreme outdoor weather conditions (e.g., lake exposure)
- Exposure to loud noise, fumes or dust, oily or wet environment

EQUIPMENT

- Communication equipment (e.g., two-way radio, dispatch communications equipment, multi-channel system)
- Personal protective equipment (e.g., hard hat, shoes, glasses, gloves, vest, pads)
- Hand held tools

PHYSICAL REQUIREMENTS

- Heavy lifting and carrying (ranging from 75 to 100 pounds)
- Ability to walk and stand for extended or continuous periods of time
- Ability to move one's hands and arms to grasp or manipulate objects
- Ability to climb staircases, ladders, and/or step stools

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Knowledge of:

- *techniques used in the handling of mooring and towing lines, including tying and splicing mooring lines
- *methods and procedures applicable to connecting and disconnecting fuel hoses and electrical lines
- *applicable emergency operations

Some knowledge of:

- *maintenance and cleaning of marine engines
- *applicable communication equipment and devices
- *refuse disposal materials and supplies
- *storage methods, practices, and procedures
- *use of safety equipment and protective gear
- *applicable safety procedures and code standards specific to tugboat operations, including Coast Guard and OSHA standards

Knowledge of applicable City and department policies, procedures, rules, and regulations

Skills

- *ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at

inappropriate times

- *MONITORING - Monitor and assess performance of one's self, other individuals, or organizations to make improvements or take corrective action
- *COORDINATION WITH OTHERS - Adjust actions in relation to others' actions
- *JUDGEMENT AND DECISION MAKING - Consider the relative costs and benefits of potential actions to choose the most appropriate one
- *EQUIPMENT MAINTENANCE - Perform routine maintenance on equipment and determine when and what kind of maintenance is needed
- *EQUIPMENT SELECTION - Determine the kind of tools and equipment needed to do a job
- *OPERATION MONITORING - Watch gauges, dials, or other indicators to make sure a machine is working properly

Abilities

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
- RECOGNIZE PROBLEMS - Tell when something is wrong or is likely to go wrong
- RECOGNIZE SPATIAL ORIENTATION - Know one's location in relation to the environment or to know where other objects are in relation to one's self

Other Work Requirements

- PERSISTENCE - Persist in the face of obstacles on the job
- INITIATIVE - Demonstrate willingness to take on job challenges
- COOPERATION - Be pleasant with others on the job and display a good-natured, cooperative attitude
- ADAPTABILITY/FLEXIBILITY - Be open to change (positive or negative) and to considerable variety in the workplace
- DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
- ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
December, 2012
Minimum Quals updated: July, 2021