



## Marina Operations Supervisor

Working Supervisor  
Anacortes, WA

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### Job Description

The Port of Anacortes is searching for an experienced supervisor who will thrive in a fast-paced, marina environment. You'll be working at the Port's Cap Sante Marina which offers 950 slips, a trailer boat launch, fuel dock and many other amenities to Anacortes visitors and residents. You and your employees have the opportunity to provide excellent customer service to everyone in the marina to ensure they have a first-rate experience.

If you are detail-oriented with exceptional follow-through, love customer service, and are a skilled boater—we want to talk to you!

#### Your Day-to-Day:

- Ensure safe and efficient operations of all outside marina facilities including the trailer boat launch, fuel dock, hoists and parking areas
- Interact with a diverse group of people throughout the day providing excellent customer service at every opportunity
- Supervise two full-time staff year-round and up to fifteen seasonal staff in peak season
- Operate vehicles, equipment and tools required for daily marina operations (portable pump-outs, net reels, dock hoists, forklifts, skiffs and other vessels)
- Perform daily inspections, opening and closing procedures, cash handling and credit card processing, retail sales and inventory, moorage inventory and electrical meter readings
- Conduct security checks throughout the marina, secure vessels not in good standing, note discrepancies, contact owners when necessary
- Maintain the marina's clean and neat appearance
- Respond to, contain, and clean up hazmat spills and notify emergency response, as needed.
- Work primarily outside, often in inclement weather, with frequent interruptions in a fast-paced setting
- Work a schedule that includes weekends and holidays while maintaining a neat appearance in provided uniform and PPE
- Perform other duties, responsibilities, and special projects as assigned

#### What You Need to Bring to the Team:

- 3+ years marina experience with ability to operate a boat
- Excellent customer service skills
- Ability to manage and lead a diverse work team, supervisory experience preferred
- Physical ability to perform all essential functions of the job including the ability and stamina to: stand, respond quickly, and walk 5-10 miles a day for 4 hours at a time; navigate uneven, slippery, or wet surfaces over or near water; traverse rough terrain and work at heights; hear, speak and understand the spoken English word and read and understand directions in English; see and adjust focus at close distances, far distances, and in varying light conditions, as well as perceive depth and color; use a computer workstation; carry out repetitive motion with wrists, and hands, and fingers; crouch, kneel, twist, stoop, reach, bend, pivot, climb, and/or work in tight or confined areas; dexterity to push and pull with upper arms, forearms, and hands; hear alarms and audibly identify dangers or hazards

#### Why Port of Anacortes:

We truly believe that loving where you work matters! We aim to provide career positions that provide family wage compensation and benefits with professional growth opportunities!

- Competitive salary (\$61,977-\$71,848)
- Great state retirement with deferred compensation options
- Excellent medical PPO plan has a \$500/\$1,500 deductible
- We pay 100% of employee insurance (medical/dental/vision/life/AD&D/LTD) premiums. Premium share for spouse is \$20/month; family is \$40/month
- Monthly gym reimbursement up to \$75
- Generous PTO policy offers vacation, sick leave, holidays, personal leave days, and comp time/exchange time
- Professional development is encouraged through continuing education assistance & professional memberships