

## **Courtesy Boat Inspector – Job Description**

The CBI program is a statewide effort to reduce the spread of invasive aquatic plants in the lakes, ponds and rivers in Maine. The job has two main objectives: 1) to inspect and clear motorized and non-motorized boats of all plant material and 2) to educate the public and answer any questions they have about invasive plants and the efforts to control them in Maine.

### **Requirements for the job:**

- Thoroughness in conducting inspections
- Attention to detail in filling out all paperwork / documentation and payroll reporting
- Excellent communications skills
- Reliability in keeping scheduled shifts
- Ability to handle unexpected situations
- Availability for season-long duty

If you would like to help protect our lakes and feel that you can meet these requirements please print and fill out the 2017 CBI application on the next page.

**Lakes Environmental Association – 2017 CBI Application Form**

Anyone wishing to apply for a Courtesy Boat Inspector position with LEA for 2017 must complete this application in full and snail-mail a *handwritten* copy to us for processing. This application will serve as a handwriting sample. Neat and legible handwriting is important for data collection. Even if you worked for LEA last year, you must fill in the form. All applicants must have an interview (in person is preferred but a Skype interview is possible if necessary). You may scan and email your application or snail mail it to: Mary Jewett 230 Main Street, Bridgton 04009.

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

School Status (if applicable):

\_\_\_\_\_

Work Status – Do you have other jobs?

\_\_\_\_\_

What is your earliest start date? \_\_\_\_\_

What is the latest date you can work in the summer? \_\_\_\_\_

Are there any specific days between those start and end dates you cannot work?

\_\_\_\_\_

Are there any specific days of the week you cannot work? \_\_\_\_\_

What are the maximum and minimum hours you would like to work per week?

Maximum: \_\_\_\_\_ Minimum: \_\_\_\_\_

**We must know exact dates you are available and unavailable before the application can be accepted.**

Is there anything else about your schedule or qualifications you think we should know?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**We will email you to schedule an interview when your application is accepted as complete.**