APPLICATION FOR EMPLOYMENT

Watercraft Inspection Attendant (Aquatic Invasive Species)

West Cassia Soil & Water Conservation District
Location: Cotterell Inspection Station, Cotterell Rest Area, I-84 Northbound (near Yale Road exit)
Employment Type: Seasonal, typically March through November
Shifts: Day and night shifts may be available. Schedules and hours vary.

About the Position

The West Cassia Soil & Water Conservation District is seeking Watercraft Inspection Attendants for the Cotterell Inspection Station. The station's mission is to prevent aquatic invasive species, including quagga and zebra mussels and invasive aquatic weeds, from entering Idaho's waterways. Specific working dates will be discussed during the interview process.

Responsibilities

- Thoroughly inspect and decontaminate watercraft, trailers, and equipment using power-wash equipment
- Educate boaters about aquatic invasive species prevention
- Conduct boater surveys and accurately record data
- Follow all safety procedures in a high-traffic roadside environment

Qualifications

- Self-motivated, dependable, and able to work both independently and as part of a team
- Strong communication and customer-service skills
- Willingness to complete extensive training and take personal accountability for the quality of inspections
- Knowledge of local lakes, rivers, boating issues, or power washers is preferred

Physical Requirements

With or without reasonable accommodation, applicants must be able to:

- Crawl under boats and trailers
- Lift up to 25 pounds and pull heavy hoses
- Visually and tactilely detect mussels on watercraft
- Hear well enough to work safely around traffic and equipment noise

How to Apply

Please submit the following:

1. Cover letter
2. Resume
3. Completed job application form
4. References with contact information

Mail: West Cassia SWCD, Attn: AIS Inspection Station, 1361 East 16th Street, Burley, ID 83318

Email: ewcswcd@gmail.com

West Cassia SWCD is an equal opportunity employer.

Employment Application Form

Watercraft Inspection Attendant (Aquatic Invasive Species) · West Cassia Soil & Water Conservation District, Cotterell Inspection Station

Personal Information

Full name		Date of application	
Mailing address		Date available to start	
Cell phone		Email	
How did you hear about this opening?		Currently employed?	☐ Yes ☐ No

Eligibility

Question	Yes	No
Are you legally authorized to work in the United States?	☐	☐
Can you perform the essential duties of this position (crawling under boats and trailers, lifting 25 pounds, pulling heavy hoses), with or without reasonable accommodation?	☐	☐
Have you been convicted of a crime in the last 7 years? A conviction does not automatically disqualify you. If yes, explain below.	☐	☐

Explanation: _____

Availability

☐ Days ☐ Nights ☐ Weekends ☐ Full season (March–November) Dates not available:

_____

Education

School type	Name and location	Dates attended	Graduated?	Diploma, degree, or certificate
High school				
College or university				
Trade school, training, or certifications				

Skills and Experience

List skills, certifications, or experience relevant to this position (boating, power washing, customer service, outdoor work).

Previous Employment

List your most recent job first. Attach a separate sheet if you need more space.

Employer, address, phone	Job title and duties	Dates (MM/YYYY)	Reason for leaving	Supervisor name and phone	May we contact?
					☐ Yes ☐ No
					☐ Yes ☐ No
					☐ Yes ☐ No

Optional: explain any gaps in employment, including school or military service.

References

Provide three references who are not related to you.

Name	Relationship	Phone	Email

Applicant Certification and Signature

I certify that all information in this application and any attached documents is true and complete to the best of my knowledge. I understand that false or misleading information may result in disqualification from consideration or, if I am hired, dismissal. I authorize West Cassia Soil & Water Conservation District to verify the information I have provided.

Signature: _____ Date: _____

Background Check Authorization

Separate disclosure; have the district's attorney review the wording before use.

I authorize West Cassia Soil & Water Conservation District to conduct a background check as part of the hiring process.

Signature: _____ Date: _____

West Cassia SWCD is an equal opportunity employer. Social Security numbers are collected only after an offer of employment.