

JOB DESCRIPTION

HARBOR MAINTENANCE WORKER I

DEFINITION

Under general direction of the Maintenance Person, Harbor Maintenance Worker I is to do janitorial and groundskeeping work on all Harbor District and related facilities as directed. In addition, the Harbor Maintenance Worker I is required to perform semi-skilled labor in the maintenance, construction and service activities related to Harbor District facility maintenance and to perform other related tasks in assigned areas as required.

EXAMPLES OF IMPORTANT RESPONSIBILITIES AND DUTIES

Responsibilities and duties may include, but are not limited to, the following:

Cleans restrooms and offices areas.

Washes windows.

Performs groundskeeping duties.

Empties trash containers on docks and keeps docks clean.

Assist in emergency and rescue efforts in the harbor area.

Operate equipment and power tools such as pumps, forklift, mowers, edgers and blowers and others; maintain hand tools and assigned equipment.

Utilize proper safety precautions related to all work performs.

Maintain records related to the assigned areas of responsibility.

Respond to requests and inquiries from the general public.

Perform routine maintenance and repairs on various Harbor District structures and facilities as directed.

Assist in the regular preventative maintenance programs set by performing scheduled checks and reporting results.

Assist in the enforcement of laws, rules and regulations concerning the use of Harbor District facilities.

Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

General custodial practices.

Plant care/landscape techniques.

Small boat safety and maintenance.

Methods and techniques of construction, maintenance, and repair related to harbor facilities.

Operational characteristics of mechanical equipment and tools used in the assigned area of responsibility.

Safe work practices.

Ability to:

Work outdoors in cold and wet conditions and during hours of daylight and darkness.

Possess sufficient strength and stamina to lift and carry objects weighing up to 70 lbs. and perform sustained heavy physical labor.

Perform custodial duties and semi-skilled maintenance work on harbor facilities and equipment.

Operate a variety of vehicular and stationary mechanical equipment in a safe and effective manner in routine situations.

Work independently in the absence of supervision.

Use and operate hand tools, mechanical equipment, and power tools and equipment required for the work in a safe and efficient manner.

Perform heavy manual labor.

Follow both written and oral directions.

Communicate clearly and concisely, both orally and in writing.

EXPERIENCE AND TRAINING GUIDELINES

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way would be

Education:

High school graduation or equivalent.

Experience:

Three years of increasingly responsible experience performing custodial and groundskeeping duties with limited maintenance experience.

Training:

Formal or informal education and training which ensures the ability to read and write at a level necessary for successful job performance.

LICENSE OR CERTIFICATE

Possession of, or ability to obtain, an appropriate:

- Valid California Driver's License, and
- Hazwoper Certificate, and
- Red Cross First Aid Training Certificate with Adult CPR

SALARY

Harbor District Range 18