

HARBOR MAINTENANCE WORKER III



Description of Duties:

The Harbor Maintenance Worker 3 is responsible for overseeing, coordinating and scheduling Harbor District's field crew activities. These activities include the maintenance of Harbor District vehicles and vessels and maintenance of all Harbor District facilities including Woodley Island Marina; Fields Landing Boat Yard; Redwood Dock Marine Terminals I (Samoa) and II (Fairhaven); Gerald Hansen Wildlife Area; King Salmon Beach; Park Street Mitigation Area, Shelter Cove Facility and all other projects and properties under Harbor District management. The Harbor Maintenance Worker 3 is a full-time, classified position that works under the direction of the Director of Facility Maintenance.

Examples of Duties:

- Acts in the capacity of job foreman or lead and as such directs and supervises personnel in the Maintenance Department as per the direction of the Director of Facility Maintenance. Personnel supervised include personnel assigned to the Maintenance Department. Personnel duties include employee oversight, scheduling work and assigning tasks and projects.
- Assists Director of Facility Maintenance in developing the annual budget for maintenance activities and facilities.
- Schedules all Harbor District operation and maintenance activities for efficient use of personnel and materials as directed by the Director of Facilities Maintenance.
- Works closely with the Director of Harbor Operations to coordinate and complete facility maintenance schedules and tasks.
- Assists in emergency response as directed.
- Complies with all other duties as assigned by Executive Director or Director of Facility Maintenance.

Desirable Qualifications: Education/Experience:

- One-year supervisory experience in a maintenance-related activity and a college degree in construction supervision, construction management or related field.
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- Two-years (2) experience in the Harbor Maintenance II position for the Humboldt Bay Harbor, Recreation and Conservation District.
- Three (3) years of increasingly responsible experience in maritime facility or marina management.
- Computer proficiency in Microsoft Word, Excel, Outlook and Internet applications.
- Three years experience in boat handling and maintenance.
- Certificate from the USCG Auxiliary, United States Power Squadrons or comparable training in safe boating.

- Three years experience in vehicle maintenance programs, welding, electrical, heating, ventilation and air conditioning (HVAC), plumbing, carpentry and mechanical work.
- HAZWOPPER 40 Hour Certification.

Must be Able to:

- Work with the public;
- Communicate clearly and concisely, both orally and in writing;
- Read and understand schematic drawings and blueprints;
- Read, write and communicate technical information;
- 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., pull and drag 100 lbs. and perform sustained heavy physical labor;
- Operate a variety of vehicular and stationary mechanical equipment in a safe and effective manner in routine and emergency 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;
- Follow both written and oral directions;
- Be called back to work extended or split shifts as required;
- Must be proficient in all types of metal welding and fabrication;
- Understand and diagnose 3-phase motors and high voltage use;
- Must be able to diagnose and repair hydraulics systems; and
- Pass pre-employment physical.

Hourly wage and benefits:

Harbor Maintenance Worker III is a classified position. The starting hourly wage is \$22.00 per hour plus benefits.

To Apply for This Position:

Documents included in your application file become the property of the Humboldt Bay Harbor, Recreation and Conservation District and will not be returned. Applicants may print out an application form from the District's website www.humboldtby.org.

Completed application and statement of qualifications must be received by 4:00 p.m. on January 19, 2017 by either electronic submission to Harbor District Director of Maintenance Facilities Alan Bobillot at abobillot@humboldtby.org or delivered to the District Office at 601 Startare Drive; Eureka, CA 95501.