

PORT OF SKAGIT COUNTY
Job Description

Position Title: Maintenance Technician/Seasonal – Marina

Wage/Hour Status: ___ Exempt XX Nonexempt

Title of Immediate Supervisor: Facilities Supervisor

Title of Positions Directly Supervised: None

BASIC JOB PURPOSE:

PRINCIPAL DUTIES AND RESPONSIBILITIES*

1. Implement the Port’s Promise, Mission, Vision and Values.
2. Perform physical work in all weather conditions.
3. Work safely on floating docks and uplands locations.
4. Keep on task and work efficiently.
5. Perform tasks and projects with moderate supervision.

WORK PERFORMED

Examples of projects include: Cleaning dock surfaces and in-water utility lines by mechanical or other means. Record keeping and logging of activity.

Type of Equipment: Motor vehicles, gas-powered tools and equipment, power and hand tools, lifters, telephone and cell phones with specialty equipment for construction, carpentry, plus other basic shop tools and equipment.

WORKING CONDITIONS

Work is performed primarily outdoors. Work performed may require walking and or standing for long periods of time on hard uneven surfaces and/or in a wet environment. While working indoors, typically the noise level in the work environment is moderate. While working outdoors, the noise level may increase from moderate to high. Exposure to loud noises, both indoors and outdoors, on a daily basis is due to industrial, marine, maintenance and repair activities. The work environment could include the use and handling of chemical substances and solutions; which could be potentially hazardous if label instructions are not adhered to, mixed or combined properly.

PHYSICAL REQUIREMENTS

This position requires the ability to hear, speak and understand the spoken word in order to respond promptly to calls for assistance and to be able to communicate clearly. Must have the dexterity and manual skill required to operate the tools assigned, and the ability to read maps, drawings and other related project materials. This position also requires the ability to operate a motor vehicle and to maneuver through various types of terrain (asphalt, gravel, treed, tunnels, wetland and uneven surfaces) in the environment.

TRAINING, EDUCATION & EXPERIENCE REQUIREMENTS

Formal Education: High school graduate or equivalent.

Work Experience: Related work experience in construction or maintenance is helpful, but not required.

Training/Certification: Maintain Washington State Driver's License and good record (must be insurable). CPR/AED certification is highly desirable.

The Port of Skagit offers a Drug Free Workplace and is an Equal Opportunity Employer focused on environmentally sound and safe work practices.

AUTHORITY DELEGATED TO THE POSITION:

Authority	To Decide & Act	To Recommend	N/A
Establish own work plans and schedules			XX
Make method improvements to increase efficiency			XX
Establish and/or revise policies and procedures			XX
Hire staff			XX
Promote staff			XX
Terminate or demote an employee			XX
Make substantial financial/contractual commitment			XX
Redirect the use of funds within approved budget			XX
Revise operating policies			XX
Change the organization structure			XX

SALARY RANGE: \$14.00 per hour

Approved: _____
Executive Director

Date: _____