

PORT MAINTENANCE TECHNICIAN I

Department:	Public Works	Sub-Department:	PH Maintenance
Reports To:	Port Maint Tech II	Backed Up By:	As Assigned
Supervises:	None	Backs Up:	As Assigned
Pay Range:	8	Classification:	Full-Time/Regular
Updated: 03/06, 07/11			

**CITY OF HOMER
JOB DESCRIPTION AND SPECIFICATIONS**

GENERAL FUNCTIONS

Performs the maintenance, repair and improvements to the Port & Harbor facilities.

JOB FUNCTIONS/MAJOR ACTIVITIES

1. Performs preventative maintenance and repairs to all Port and Harbor related equipment, vehicles, vessels and buildings.
2. Fabrication of items for Port and Harbor maintenance activities.
3. Installs structural, mechanical, electrical and plumbing improvements as directed.
4. Assists or performs collection/disposal of solid waste and used waste oil on Homer Spit.
5. Maintains floats and all dock structures, replacing damaged portions of wood and metal components.
6. Performs snow removal throughout Port & Harbor, maintaining accessibility to impound yard, parking lots and dock approaches.
7. Occasionally operates heavy equipment in the performance of routine job functions.
8. Performs other duties as directed by the Port Maintenance Supervisor or designee.

KNOWLEDGE, SKILLS AND ABILITIES

Four years experience with small hand and mechanical tools required and two years experience in at least two of the following skills and working knowledge of the others: hydraulic pumps, motors, cylinders and valve systems. Must have working knowledge and perform maintenance on acetylene torch, cutting, brazing, welding and electrical arc welding. Must have basic electrical, plumbing, carpentry experience and capable of performing heavy manual labor. High school diploma or G.E.D. required. Basic knowledge of heavy equipment operation desirable.

DECISION MAKING RESPONSIBILITIES

Frequently works without supervision or assistance. Responsible for proper care of tools. Independent judgment required in carrying out the necessary required maintenance in the performance of assigned duties. Activities are a moderate source of potential liability to the City. Minor budget authority at unit level.

SUPERVISORY AUTHORITY

None.

EXTERNAL VISIBILITY/CONTACT

High frequency of contact with the general public. Low frequency of contact with key service personnel in the purchase of parts or supplies. Infrequent contact with government officials, key city personnel and attendance at public meetings.

WORKING CONDITIONS

High frequency of exposure to inclement weather and hazardous working conditions. Frequently involved in heavy physical exertion lifting up to 50 pounds or moving equipment and in working in confined or awkward positions while using tools and equipment. May be required to work weekends, overtime and various shifts and to be on-call.

I CERTIFY THAT I HAVE READ THIS JOB DESCRIPTION AND SPECIFICATON; IT HAS BEEN EXPLAINED TO ME. I UNDERSTAND AND ACCEPT THE EXPECTATIONS OF MY DUTIES AND RESPONSIBILITIES AS A CONDITION OF MY EMPLOYMENT AS STATED HEREIN.

Employee Signature Date

Supervisor Signature Date

City Manager Signature Date

Personnel Director Signature Date