



## **Crescent City Harbor District**

### **Job Description: Maintenance Worker IV - Lead**

This is a full-time 40 hour per week position. Normal working hours are from 7 a.m. until 3:30 p.m. Monday through Friday.

The Maintenance Worker IV, or Lead, must be knowledgeable about all the duties and skills required of Maintenance Worker I, II and III categories.

Maintenance Worker IV is represented by the Carpenters Local Union 751 and the Carpenters 46 Northern California Counties Conference Board.

#### **Duties and Responsibilities**

Under the direction of the CEO/Harbormaster or designee, Deputy Harbormaster, Facilities Manager and/or Maintenance Supervisor and/or the Maintenance Foreman, a Lead Maintenance Worker shall:

1. Work with the Maintenance Supervisor and/or the Maintenance Foreman in the planning, scheduling and carrying out of repairs and maintenance to the Harbor facilities.
2. Directly supervise the activities of the maintenance personnel assigned to work directly with the Lead Maintenance Worker.
3. Perform other duties as the CEO/Harbormaster or designee, Facilities Manager, Maintenance Supervisor and/or Maintenance Foreman shall direct.
4. The Lead Maintenance Worker will fulfill the duties of the Foreman when the Foreman is absent.

#### **Desirable Qualifications and Verifiable Experience:**

In addition to the minimum qualifications required of Maintenance Worker I, II and III classifications, the person filling this position should have knowledge of and experience in the following:

1. Meets all qualifications of Maintenance Worker classifications.

2. Documented experience with Harbor/waterfront operations, either public or private. Ability to recognize the physical limitations of the facilities and to supervise/direct users of the facilities.
3. Repair and maintenance of Harbor/waterfront facilities.
4. Experience in:
  - a. Arc welding/cutting torch operation.
  - b. Operating equipment (i.e.: forklift, hoist, crane, etc.).
  - c. Operating workboat and dredge equipment.

**Required Qualifications:**

- A high school diploma, GED or a combination of related education and work experience equal to three years
- Pass the Harbor District physical examination
- Ability to meet the requirements of a drug-free workplace
- Current valid California driver's license. Must provide a DMV printout of driving record and be insurable by the District's underwriter.
- Ability to swim
- Six years of increasingly responsible experience performing field maintenance duties, with the minority of time performing custodial duties, or a minimum of one year successful experience in the Crescent City Harbor District Maintenance Worker III position

**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of a Harbor Maintenance Worker. Reasonable accommodations may be made to enable individuals with a disability to perform the essential functions.

- Hearing: Adequate to hear under both quiet and noisy conditions with the ability to distinguish from which direction a sound is coming
- Vision: Adequate to perform duties in a safe and successful fashion and to meet DMV criteria for required licensing
- Coordination and Dexterity: Finger dexterity and arm-hand steadiness adequate to operate non-power hand tools; coordination and balance to walk on uneven or moving surfaces; range of motion to lift arms above the head for extended periods or to bend and reach while repairing or working on facilities or equipment

**The Harbor District retains the right to change or assign other duties to this position as required**

