

CITY OF BRISBANE

MARINA MAINTENANCE WORKER I/II

Definition

Under general supervision of the Harbormaster, performs a variety of semiskilled work in the construction, modification, maintenance, repair and operation of the City Marina; responds to emergencies and protects boats and personal property; responds to emergencies and protects boats and related property in such emergency situations; and performs other related duties as required.

Class Characteristics

Marina Maintenance Worker I is the entry-level into this maintenance class series. Initially under close supervision, incumbents with basic maintenance experience learn City Marina activities and facilities, use of tools and equipment and a wide variety of practices and procedures. As experience is gained, assignments become more varied and are performed with greater independence. This class is alternately-staffed with Marina Maintenance Worker II and incumbents may advance to the higher level after gaining the knowledge, skill and experience which meet the qualifications for and demonstrating the ability to perform the work of the higher-level class. This class may also be used for temporary or part-time staffing as determined by the needs of the City.

Marina Maintenance Worker II is the experienced-level class, capable of performing a wide variety of work to ensure that the Marina facilities and associated grounds are maintained in a safe and effective working condition. While incumbents may have developed skills in one or more areas of activity, all are expected to be able to perform basic maintenance and repair in all areas of assignment. This class is distinguished from other City maintenance class series by the specialty knowledge required for streets, sewer and related infrastructure maintenance and repair or parks and swimming pool maintenance and repair.

Examples of Duties (Illustrative Only)

- Greets and provides service and assistance to boat owners and visitors; ensures that Marina tenants and visitors have access and use of facilities as required; provides assistance to boaters in docking and maneuvering water craft; explains rules, regulations and required fees and rental charges.
- Repairs docks, storage lockers, piers and access ramps; performs maintenance painting on all building and facilities and applies wood preservatives; repairs security gates as required.
- Rewires docks to meet tenant needs; maintains lighting circuits for boater safety and performs related basic electric maintenance work.
- Maintains and repair pumps, irrigation and plumbing facilities.
- Responds to emergency situations; pumps out boats that are taking on water; dismantles derelict vessels and takes debris and toxic materials to an appropriate waste or recycle site.
- Performs custodial work in and around Marina facilities; empties trash containers and picks up litter; cleans and stocks restrooms; cleans floors, walls, furniture, windows and other

interior and exterior elements of Marina facilities; removes graffiti and repairs vandalism; reports the need for major maintenance or repair.

- Maintains Marina landscaping and parking areas in a clean and orderly condition.
- Troubleshoots maintenance and repair problems, determines materials and equipment required for repair; may purchase materials and supplies from established suppliers.
- May direct the work of an assigned crew on a project basis; assists with the training and direction of new or temporary staff.
- Responds to emergencies and protects boats and personal property from damage.
- Inspects and performs service, minor maintenance and repair on a variety of hand and power tools, vehicles and equipment.
- Maintains logs and records of work performed and materials and equipment used.

Qualifications

Knowledge of:

- Maintenance principles, practices, tools and materials for maintaining and repairing a variety of facilities, buildings and grounds and equipment such as found in a public marina and related areas.
- The operation and minor maintenance of a variety of hand and power tools, vehicles and power equipment.
- Safety equipment and practices related to the work, including the handling of hazardous chemicals.
- Applicable codes and regulations.
- Shop arithmetic
- Safe driving rules and practices.

Skill in:

- Performing semiskilled construction, modification, maintenance and repair work on a variety of facilities, buildings, grounds and equipment such as found at a public marina.
- Troubleshooting maintenance problems and determining materials and supplies required for repair.
- Using and maintaining tools and equipment related to the work skillfully and safely.
- Making accurate arithmetic calculations.
- Maintaining accurate logs and records of work performed.
- Understanding and following oral and written directions.
- Working independently or in a team situation.
- Providing information and assistance to Marina tenants and visitors.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

Education and Experience:

Education:

Equivalent to graduation from high school.

Experience:

Marina Maintenance Worker I – Six months of general facilities and/or landscape maintenance or repair. Some experience in the operation of water craft is desirable.

Marina Maintenance Worker II – In addition to the above, two years of semi-skilled maintenance experience in a variety of marina or similar facilities maintenance at a level equivalent to the City's class of Marina Maintenance Worker I.

License:

Must possess a valid California class C driver's license and have a satisfactory driving record.

Working Conditions:

Must be available for regular standby assignments and work emergency overtime as required. Must be willing to work out of doors in all weather conditions and with exposure to boating hazards.

Physical Demands:

Must possess mobility to work in a standard office setting, use standard office equipment, including a computer and to inspect Marina facilities and surroundings; strength and stamina to perform minor maintenance and repair to Marina facilities and equipment and to respond to emergency situations; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. Must be able to operate a small powerboat and to swim 25 yards unassisted.

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Bargaining Unit: General Employees Association
Resolution: 2001-20

Former Titles:
Abolished: