

**PORT SAN LUIS
HARBOR DISTRICT**



**Career
Opportunity**

PORT MAINTENANCE WORKER I

Recruitment may create eligibility list for future openings.

Future openings may be full- or part-time; may be benefited or non-benefited.

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Opening date: September 13, 2023 **Grant-funded / Full-time / Contract Position**

Filing deadline: First 30 applications received or Friday, October 13th - 4:30 p.m.; whichever comes first.

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TYPE OF WORK:

Performs unskilled, semi-skilled, and skilled work as part of a work crew or independently in the maintenance and operation of the Port, including vehicles; does heavy manual labor in repair of structures; drives truck and operates other equipment as assigned; and performs other duties as required.

TYPICAL DUTIES PERFORMED:

(Any one position may not include all duties listed, nor do the examples listed cover all the duties that may be performed.) Under supervision, performs a variety of unskilled and semi-skilled tasks in the maintenance and operation of the Port; cleans and maintains buildings and Port property; cleans restrooms and beach areas emptying trash barrels and removing debris from sand and parking areas; acts as part of pier maintenance crew involved in heavy manual labor repair and reconstruction of pier structures; acts as part of crew assigned to repair and maintain buildings, streets, or other land areas; may assist mechanic in fabrication of parts, tools, or in performing mechanical repair functions; and performs other duties as required.

EMPLOYMENT GUIDELINES:

Knowledge of: General construction, mechanical, and gardening tools and their proper uses; elementary plumbing, electrical, carpentry skills; custodial/janitorial duties; safe working practices. *Note: Mechanical/automotive background is a plus.*

Ability to: *Follow directions;* do heavy manual labor when assigned; utilize hand and power tools in building and facility maintenance; swim; exercise good judgment in the operation of equipment and in completing jobs independently; and operate various motorized equipment.

Desirable Education and Experience: High School diploma and at least one year of work experience in a facilities, maintenance, construction or janitorial position or any combination of education and/or experience that could likely provide the desired knowledge and abilities.

Special Requirements: Possess and maintain a valid California Driver's License; possession of, or ability to obtain within one year of appointment, and maintain, certification as a hazardous materials first responder. Work nights, weekends, holidays, on call hours, and return to work after hours when requested.

WORKING CONDITIONS:

Physical Demands and Working Conditions: Strenuous physical work with continuous exposure to unpleasant elements such as: dust, fumes and odors, dampness, raw or treated sewage, noise levels, or outside weather conditions. Physical demands include: frequent lifting of objects over 50 pounds, often combined with bending and twisting, working above and below ground, climbing ladders, and walking on irregular surfaces. Must have correctable vision sufficient to safely walk construction sites, including areas of uneven ground and raised scaffolding. Must have sufficient hearing to understand verbal instructions, communicate via VHF radios and hear and understand audible emergency warnings.

COMPENSATION

FLSA STATUS- Non-Exempt - The salary range for this position is \$4,280 - \$5,462 monthly; placement within the range will be based on qualifications. In addition to salary, Port San Luis Harbor District offers an excellent benefits package including PERS retirement (New members: 2% @ 62; Classic members: 2.7% @ 55), medical, dental, and vision insurance; sick leave; vacation, 13 holidays per year; life insurance, and voluntary participation in Flexible Spending accounts. The District participates in Social Security.

SELECTION PROCEDURE

All applications will be evaluated based on the established criteria: knowledge, ability, education, experience and qualifications. Qualified candidates will be invited to interview late October 2023. Anticipated start date is November 6, 2023.

Deadline: First 30 eligible applications received or Friday, October 13th - 4:30 p.m.; *whichever comes first*. Résumés may be attached but will not be accepted *in lieu of* a completed application. For additional information, visit our website at www.portsanluis.com. Questions should be directed to careers@portsanluis.com. Applications are available for pick-up at the Harbor Office, 3950 Avila Beach Drive, Port San Luis, CA. (Mon.-Fri. 8:00-12:00 – 1:00-4:30) or can be downloaded at www.portsanluis.com ****NO PHONE CALLS PLEASE.**** Applications must be complete and received in the Harbor Office prior to the filing deadline; POSTMARKS OR FAXES ARE NOT ACCEPTED. All statements made on the application are subject to verification; false statements will be cause for disqualification or discharge. Completed applications may be emailed to careers@portsanluis.com.

Applications received by the filing date will be reviewed for accuracy, completeness & job-related qualifications. A limited number of persons whose applications clearly demonstrate they most closely meet the requirements will be invited to participate in the selection process. Appointment is subject to successfully passing a medical exam including a drug test and a background check. Before starting work, applicants must present documentation of their identity, authorization to work in the U.S., and California Drivers License.

The provisions of this bulletin do not constitute a contract expressed or implied and may be revoked without notice.

About Port San Luis Harbor District

The Harbor District manages and operates the tidelands and coastal properties of Avila Beach and Port San Luis. Within its jurisdiction are Avila Beach, Olde Port Beach, Fisherman's Beach, Avila Pier, Harford Pier, the Cal Poly Pier, and the Pt. San Luis Lighthouse. It provides services for boat launching, moorings, recreational and commercial fishing, beach recreation, water safety and enforcement, camping, and businesses. The District employs 27 full time staff members along with seasonal lifeguards and support personnel. The Harbor District is governed by 5 elected Harbor Commissioners.

Port San Luis Harbor District is an Equal Opportunity Employer

