



Maintenance Utility Worker

The Port of Edmonds manages several facilities across our property, including a marina, dry storage and business park. We strive to provide the best customer service experience in Puget Sound while offering quality facilities and excellent value. We employ a dynamic team and offer a fun work environment.

We are seeking a qualified candidate over 18 years of age to assist with the daily maintenance and upkeep of facilities as a full-time **Maintenance Utility Worker**. The successful candidate in this position will perform a variety of general repairs, preventative maintenance and landscape tasks for Port of Edmonds and Harbor Square properties. This position also provides support to Port Operations in the daily functions of the Dry Storage and Marina Operations office.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Perform plumbing installations and modifications
- Perform electrical repairs to include replacement of receptacle, breakers, switches, ballasts, lights
- Perform general maintenance to buildings to include HVAC systems, water heaters, thermostats, roof patching, drywall repair, door locks
- Perform grounds maintenance which includes mowing, trimming, raking, weeding, leaf blowing, flower beds, hanging baskets
- Perform irrigation system repair
- Perform parking area maintenance
- Painting as needed
- Tenant improvements
- Equipment operator
- Perform other duties as required

EXPERIENCE, KNOWLEDGE, SKILLS, ABILITIES PREFERRED

- Applied knowledge and experience with mechanical systems including plumbing, electrical, HVAC and landscape irrigation
- Applied knowledge and experience of carpentry framing, installation, and repairs.
- Ability to operate forklift and most Port equipment
- Working knowledge of Word, Excel, E-mail programs
- Ability to work courteously with the public
- Ability to follow instructions

EDUCATION, TRAINING, AND CERTIFICATIONS

- Five years of experience in general maintenance
- Three years of experience in one or more of the skilled trades
- A minimum of a high school diploma or equivalent. Advanced education beyond high school is desirable
- Qualified candidate must possess a valid driver's license and have a clean driving record

- CPR/First Aid/Defibrillator training and Hazardous Waste Certification will be required within the first 12 months of employment
- Forklift training and certification within 3 months of employment

WORK ENVIRONMENT

- Required to work outdoors for an extended period under all weather conditions
- Required to occasionally work late p.m., early a.m., weekends, and holidays
- Requires handling, or working with toxic \ hazardous substances

PHYSICAL REQUIREMENTS

- Standing, walking, bending for extended periods of time
- Lifting, pushing, pulling objects weighing fifty pounds or less
- Able to reach overhead, above shoulders and horizontally
- Required hearing and speaking to exchange information
- Dexterity of hands, and fingers to operate computers, locks, equipment levers, and a variety of grounds equipment including power and hand tools

DESIRABLE QUALIFICATIONS

- Certified or vocational courses related to position

EMPLOYEE BENEFITS

The Port of Edmonds offers a competitive and comprehensive benefits package which includes:

- Starting hourly rate of pay is \$31.62
- Medical, dental, vision, and prescription insurance paid up to 100% for employee and dependents
- Retirement benefits through Washington State Department of Retirement Systems, PERS
- Paid vacation and sick leave including twelve paid holidays per year
- Paid Life insurance with add-on options for low-cost supplemental coverage
- Port paid basic long-term disability insurance
- Flexible benefits plan that includes a Medical Flex Spending Account and Dependent Care options
- Deferred compensation plans offered through the Washington State Department of Retirement Systems
- Health and wellness credit to cover gym or activity memberships
- Training and education reimbursement plans

How to Apply

To apply for this position please:

- Complete the online Port of Edmonds application form, found at <https://www.portofedmonds.org/business/employment/>
- Upload your cover letter and resume at the end of the online application form

Position is open until filled

Applicants deemed to be of interest to the Port will be contacted for further information or to set up an interview for this position.