Many recreational boaters have chosen the Port of Edmonds as their homeport for moorage and dry storage because of the added value they receive from our quality facilities and convenient location. The Port employs people with expertise in a wide variety of service and support jobs.

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. Position will also provide 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 or hazardous substances

PHYSICAL REQUIREMENTS
- Standing, walking, bending for extended periods of time
- Lifting, pushing, pulling objects weighing 50 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:
- Salary $25.80-$27.31/hr. DOE
- Paid medical, dental, vision, and prescription insurance for employee and dependents
- Life insurance
- Long term disability insurance
- State retirement benefits
- Flexible benefits plan
- Deferred compensation plans
- Health and wellness benefit
- Vacation and sick leave
- Paid holidays
- Holiday pay
- Training and education reimbursement plans

HOW TO APPLY
To apply for this position please submit the following:
- Completed Port of Edmonds application form, found at portofedmonds.org/business/employment

Position is open until filled with first review of applications March 23, 2020

SUBMIT TO:
Port of Edmonds
336 Admiral Way
Edmonds, WA 98020

FAX:
425-774-7837

EMAIL:
info@portofedmonds.org