



Career Opportunity
FACILITIES TECHNICIAN I

Salary Range: \$54,404 | \$84,833

APPLICATION SUBMISSION DEADLINE: August 25, 2023, or until filled
THE OXNARD HARBOR DISTRICT, WHICH OWNS THE PORT OF HUENEME, IS
SEEKING INTERESTED CANDIDATES TO FILL THE POSITION OF FACILITIES
TECHNICIAN I FOR THE PORT. ANY INDIVIDUAL WITH AN INTEREST IN BEING
CONSIDERED FOR THIS POSITION WILL NEED TO APPLY.

APPLICATION SUBMISSION REQUIREMENTS:

- 1) **COVER LETTER** (Please include desired Salary)
- 2) **FULLY COMPLETED** Oxnard Harbor District Employment Application Form (*on Port's website*)
- 3) **RESUME** (with employment history and significant accomplishments)
- 4) **REFERENCES** (Submit two (2) Professional and two (2) Personal references)

HOW TO APPLY: Applications will be accepted via one (1) of the following two (2) methods;

- **BY EMAIL (attach all documents in a single combined PDF format in order as 1-4 above):**

HR@portofh.org (Important: Email Subject Line to read exactly as follows ;)
HR-FACILITIES TECHNICIAN I

OR.....

- **BY US. POSTAL SERVICE:**

THE PORT OF HUENEME
FACILITIES TECHNICIAN I
Attn: #345 HR-RECRUITMENT
567 West Channel Islands Blvd.
Port Hueneme, CA 93041



**OXNARD HARBOR DISTRICT
PORT OF HUENEME**

POSITION TITLE: FACILITIES TECHNICIAN I
DEPARTMENT: OPERATIONS /FACILITIES
BARGAINING UNIT: SERVICE EMPLOYEES INTERNATIONAL UNION, SEIU Local 721
SALARY MIN|MAX EFFECTIVE JULY 1, 2023 \$ 54,404 ~ \$84,833

POSITION SUMMARY:

Under direct supervision (level I), under direction (level II) performs a variety of routine maintenance and construction tasks on Oxnard Harbor District's facilities. Facilities Technicians perform a variety of work in all areas of facility maintenance such as carpentry, welding, metal work, masonry, concrete, asphalt, painting, equipment repairs, electrical, plumbing, and grounds maintenance.

DISTINGUISHING CHARACTERISTICS:

This class performs entry-level Facilities Technician work at the Port and can handle a variety of routine maintenance tasks under direct supervision. Performs a variety of unskilled and semi-skilled tasks in the maintenance of the District's facilities. Positions at this level are not expected to function with the same amount of program knowledge or skill level as positions in the Facilities Technician II class and exercise limited independent discretion and judgement in matters related to work procedures and methods. Work is usually supervised while in progress and assessed and any recommendations or changes in procedure are explained in detail. This class will also fill-in or assist in custodial duties as needed.

ESSENTIAL FUNCTIONS:

This class must be able to sufficiently conduct the following essential functions:

1. Trash pick-up
2. Weed abatement
3. Levels, scoops, shovels earth and other materials using tools such as shovels, rakes, picks, etc.
4. Plants, transplants and maintains trees and shrubs, plants, flowers and lawns
5. Broom sweeping and pressure washing sidewalks, parking lots, office fronts, and along bull rails and other areas as needed
6. Trash and debris pick-up: in water around floating docks and along rip-rap embankments.
7. Magnet sweep: roadways and parking lots using a magnet attachment to port vehicle or similar.
8. Irrigation system installation, maintenance and proper operation
9. Tree trimming from the ground.
10. Trimming of all hedges and bushes.
11. Rakes leaves, loads and unloads brush, branches, rubbish and materials
12. Assists in patching and repairing road surfaces
13. Assists in painting road markings and installing signs.
14. Assists Facility Technician level II in a variety of maintenance tasks when needed and for training purposes
15. Fertilizes and applies herbicides and pesticides when needed
16. General equipment maintenance and upkeep
17. Conduct preventative and scheduled maintenance work
18. Installs replacement parts on fixtures and machinery
19. Operates a variety of hand, power and shop tools and equipment to perform metal work, masonry, concrete or asphalt work, carpentry, plumbing, mechanical and minor electrical repairs
20. Operates District vehicles, forklift, scissor lift, boom lift and other heavy equipment
21. Performs construction work and alterations to physical plant facilities, utilities, and capital equipment
22. Performs pile-driving work
23. Works on elevated platforms and other elevated locations as assigned
24. Operates various types of heavy, light and complex equipment used in the maintenance and construction of port facilities.

25. Knowledge of basic arithmetic and calculates linear measurements in order to compute the dimensions of surface areas.
26. Reads gauges measuring water and power usage
27. Complies with all established safety and security standards and procedures
28. May be required to perform a variety of other duties such as making adjustments and repairs to tools and equipment
29. May on occasion operate backhoes, skid steers, front loaders, or other heavy equipment
30. Reports potential problems or damages to supervisor
31. Other related duties as may be assigned

QUALIFICATIONS:

1. High school diploma or equivalent.
2. Must possess a valid California Driver's license
3. Have at least two (2) years of general maintenance and construction experience
4. Knowledge of hand tools, materials, and equipment and their safe use
5. Ability to perform a variety of semi-skilled maintenance tasks
6. Have some to considerable ability to perform carpentry, electrical repairs, concrete work, asphalt work, painting, plumbing and grounds keeping
7. Basic record keeping check lists, safety checks, hazmat files
8. Ability to follow written and oral directions
9. Strong interpersonal communication skills that combine tact, patience and courtesy
10. Strong verbal and written communication skills
11. Possess a mechanical aptitude and reasonable degree of stamina
12. For safety purposes, must be able to swim 50 yards comfortably and without assistance.
13. Ability to stand for long periods, walk on uneven terrain, kneel, crouch, work at heights and depths, stoop, twist, climb, maintain stamina, and lift up to 75 pounds; work safely while exposed to weather, environmental conditions, vibrations, chemicals, and mechanical and electrical hazards.