

**Commonwealth Ports Authority**  
**General Maintenance I - Rota Seaport**  
**Position Description**

Code 906

Nature of Work

Responsible for performing routine repairs and maintenance work at the seaport facility.

This employee is responsible for performing daily-scheduled repairs and maintenance work and specific phases only or tasks of special projects as directed by supervisors at Rota Seaport.

Examples of Duties (Illustrative)

1. Performs routine seaport repairs and maintenance work.
2. Responds to emergency repair works.
3. Participates in inspecting seaport building complex areas on a daily basis and performs repairs to concrete fixtures, wooden structures, painting, glass windows and doors, signs, light fixtures and other components of the port facilities.
4. Performs general ground maintenance tasks in the port areas, port perimeter and terminal building grounds which to include mowing, trimming of plants and trees, maintaining of planters, bushcutting, cleaning and other related tasks.
5. Performs specific phases or tasks of electricity, plumbing or masonry work in special projects as directed by supervisors.
6. Applies proper procedures and manuals at Rota Seaport.
7. Assists in airport repairs and maintenance work as assigned by supervisor (s).
8. Applies techniques necessary for favorable results.
9. Participates in related training programs.
10. Complies with applicable OSHA regulations.
11. Performs other related duties as assigned.

Minimum Requirements of Work

1. General knowledge of terminal maintenance functions.
2. General knowledge of CPA procedures.
3. General knowledge of approved practice and techniques of repairs and maintenance.
4. Ability to apply the general principles of electricity, plumbing, masonry, carpentry and termite control.
5. Ability to establish and maintain a cooperative relationship with supervisors, personnel and other staff members.

### Minimum Qualifications

Any combination equivalent to graduation from high school (or G.E.D.) and a two (2) year degree or equivalent in certification in a related field from an accredited US college or trade school.

### Pay Range

#### PAY LEVEL 2

Minimum : \$610.09 bi-weekly/\$ 7.63 per hour or \$15,862.39/annually (PL 2/1).

Maximum : \$1,043.46 bi-weekly or \$13.04 per hour or \$27,130.07/annually (PL 2/12).

**ADOPTED BY CPA BOARD ON OCTOBER 25, 1995.**  
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