

**COMMONWEALTH PORTS AUTHORITY**  
**Position Description**

**GENERAL MAINTENANCE I**  
**Aircraft Rescue and Fire Fighting Facility- SIA**

**Code 300**

***Nature of Work***

Responsible for performing routine repairs and maintenance procedures for the Aircraft Rescue Fire Fighting (ARFF) facility and the Pacific Region ARFF Training Center (PRATC).

This employee is responsible for performing daily-scheduled repairs and maintenance procedures and specific phases of special projects as directed by supervisors. This class is also responsible for developing skills in preparation for more difficult repairs and maintenance assignments.

***Examples of Duties (Illustrative)***

1. Performs routine repairs and maintenance procedures.
2. Responds to emergency repair works.
3. Participates in inspecting ARFF and PRATC 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 facilities.
4. Performs specific phases or tasks of electricity, plumbing, masonry and/or mechanical work in special projects as directed by supervisors.
5. Applies procedures and manuals properly at the ARFF Department.
6. Applies techniques necessary for favorable results.
7. Participates in airport related training programs.
8. Complies with applicable OSHA regulations.
9. Performs other related duties as assigned.

***Minimum Requirements of Work***

1. General knowledge of ARFF 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 mechanical.

5. Ability to establish and maintain a cooperative relationship with supervisors, personnel and other staff members.

**Code 300 continuation**

***Minimum Qualifications***

Any combination equivalent to graduation from high school (or G.E.D.) and two (2) years experience in related field.

Shall have no record of felony or criminal conviction

***Pay Range***

Pay Level: 3

Minimum: \$640.60 bi-weekly or \$8.01 per hour (PL3/1).

Maximum: \$1,095.64 bi-weekly or \$13.70 per hour (PL3/12).

***Adopted by CPA Board on August 22, 2017.***