

COMMONWEALTH PORTS AUTHORITY
Position Description

GENERAL MAINTENANCE I
Terminal Maintenance - SIA

Code 605

Nature of Work

Responsible for performing routine terminal repairs and maintenance procedures.

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 terminal repairs and maintenance procedures.
2. Responds to emergency repair works.
3. Participates in inspecting terminal 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 terminal facilities.
4. Performs specific phases or tasks of electricity, plumbing or masonry work in special projects as directed by supervisors.
5. Applies procedures and manuals properly at the Terminal Maintenance 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 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.

Code 605 continuation

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 U.S. college or trade school.

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 October 25, 1995.

Revised and adopted by CPA Board on December 21, 2016.

file: 605gen1.doc
Last updated : 1/99