

CITY OF AVALON

HARBOR SANITATION WORKER

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities that are associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION:

Under general supervision, keeps assigned areas and facilities in a clean, neat, and orderly condition; performs minor equipment and building maintenance work; assigns and oversees the work of other seasonal workers; performs other related duties as required.

DISTINGUISHING CHARACTERISTICS:

The **Harbor Sanitation Worker** is the journey level classification responsible for the upkeep of assigned areas within the City's harbor. Incumbents maintain harbor facilities and water through sanitation and minor maintenance techniques. This class is distinguished from the next higher class of Harbor Maintenance/Equipment Mechanic Supervisor in that the latter is responsible for performing the more complex harbor and mechanical maintenance assignments and has supervisory responsibilities.

SUPERVISION EXERCISED/RECEIVED:

Receives general supervision from the Harbor Maintenance/Equipment Mechanic Supervisor. Incumbents in this class do not routinely exercise supervision.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Operates outboard motor boats to pick up litter and debris from harbor waters and shoreline areas.
- Accepts trash from boat owners and general public and places trash in appropriate holding materials or containers.
- Hauls and disposes of trash.
- Operates specialized equipment to gather and dispose of kelp and other materials from harbor and swimming areas.
- Sweeps and cleans pier and adjacent facilities; washes down pier using fire hose.
- Performs minor maintenance on boats and equipment.
- Explains harbor rules, policies, and safety regulations to general public.
- Assigns and monitors work of other seasonal workers.
- Assists in the relocation of improperly located boats.

HARBOR SANITATION WORKER

FLSA: NON-EXEMPT

- Operates radio and telephone equipment to communicate with others.
- Assists departmental and emergency personnel as needed.
- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, City management and staff, and the public.

OTHER DUTIES: *(include but are not limited to the following)*

- May perform relief duties for patrol officers and office staff.
- Performs other related duties as required.

PHYSICAL, MENTAL, AND ENVIRONMENTAL WORKING CONDITIONS:

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping, crawling, and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and operating assigned equipment, and acute hearing is required when providing phone and face-to-face service. The position entails working in hazardous situations and under conditions that may expose the incumbent to biohazard materials, diesel fumes, and smoke. The need to lift, carry, pull, and push tools, supplies, and other equipment weighing up to 50 pounds is also required. Additionally, the incumbent in this position works outdoors in all weather conditions, including wet, hot, and cold. In addition, the incumbent is required to work on vessels both in and out of the water.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

QUALIFICATIONS: *(The following are minimal qualifications necessary for entry into the classification.)*

Education and/or Experience:

Any combination of education and experience that has provided the knowledge, skills, and abilities necessary for a **Harbor Sanitation Worker**. A typical way of obtaining the required qualifications is to possess some experience in the operation of power drive boats and public contact.

License/Certificate:

Possession of, or ability to obtain, a valid Class C California driver's license after 16th birthday.

Possession of, or ability to obtain, First Aide and CPR card.

KNOWLEDGE/ABILITIES/SKILLS: *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

Knowledge of:

Methods and techniques for operation of outboard motor boats and related equipment; proper materials and procedures used for cleaning purposes; methods and practices of operation of radio and telephone communication equipment; tools and equipment used in repairs; methods and techniques for operation of custodial supplies and equipment; proper English, spelling, and grammar; occupational hazards and standard safety practices.

Ability to:

Operate a variety vehicles, tools, and equipment used in harbor sanitation and minor maintenance activities; clean and care for assigned areas and equipment; learn to operate outboard motor boats and related equipment; learn to operate radio and telephone communication equipment; deal courteously, patiently, and effectively with boaters and the general public; interpret, explain, and apply applicable laws, codes, and regulations; read, interpret, and record data accurately; organize, prioritize, and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; analyze a complex issue and develop and implement an appropriate response; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Skill to:

Operate a variety of marine vessels in varying weather and sea conditions; operate office computers and equipment used in harbor operations.