

**MARINE MAINTENANCE MECHANIC**

**Duties and Responsibilities**

This position encompasses responsible work in performing or supervising the mechanical repair, overhaul and maintenance of boats, launches and related marine equipment. There are two assignment levels within this class of positions. All personnel perform related work.

**Assignment Level I**

Under supervision, inspects boats launches and other vessels to determine seaworthiness and general operating condition.

Repairs, overhauls and installs diesel and gasoline engines, fuel and bilge systems, marine electrical systems, water cooling systems, heat exchangers and related marine equipment.

Dismantles and rebuilds marine generators and transmissions; aligns engines to shafts; installs shafts, propellers, mufflers, cutlass bearings, steering and morse control cables.

Maintains auxiliary air compressors and accessories; adjust throttles and governors; repairs bilge, fire and gasoline driven pumps.

May operate boats to determine service needs and maintenance requirements; conducts operational test runs during and after completion of major repairs and modifications and makes adjustments to the repaired equipment during and after the test runs.

Adjusts, maintains and makes minor or emergency repairs to vessel hardware, parts and equipment.

Maintains the condition of docks and piers; operates, services and repairs forklifts and trucks, travel lifts and mobile cranes; rigs and hoists boats; maintains interior and exterior appearance of boats and other vessels

Keeps records of all maintenance and repair work, of fuel dispensed and of the "in-service" hours of each piece of marine equipment to insure proper servicing of equipment and major engine overhaul; directs proper care, storage and use of fuel on board ship.

MARINE MAINTENANCE MECHANIC (continued)

Assignment Level II ( See Special note under qualifications requirements )

Under general supervision, assigns, directs, schedules and reviews the work activities of marine mechanics and evaluates their work performance; performs general repair and maintenance work on as-needed basis; may operate boats to determine service needs and maintenance requirements.

Explains work requirements, methods and procedures, as needed, and defines the standards of quality to be met by all mechanics.

Instructs subordinates on difficult work operations; reviews work while in progress and upon completion for compliance with instructions and adherence to established practices and standards.

Changes work plans, work assignments and methods, as directed, to reduce or control costs and to accomplish the work of the unit as effectively as possible.

Insures that an adequate supply of proper parts is maintained in stockrooms; may initiate purchase of parts and equipment.

Contacts vendors to ensure that parts, materials and equipment are made to specifications and will be delivered on time; is responsible for maintaining, repairing and safeguarding assigned equipment

Enforces safety precautions; ensures observance of regulations and rules on housekeeping, conduct and safety.

Keeps repair and maintenance records and prepares reports.

**MARINE MAINTENANCE MECHANIC** (continued)

**Qualification Requirements**

1. Five years of full-time satisfactory experience in the repair and maintenance of gasoline and diesel engines, at least three years of which must have been in repairing and maintaining marine gasoline and diesel engines; or
2. Education and/or experience equivalent to "1" above. Education from an approved trade or vocational school or apprentice experience in the repair and maintenance of gasoline and diesel engines will be credited on the basis of 1 year of relevant education or apprentice experience equal to 6 months of acceptable experience. However, all candidates must have at least three years' experience repairing and maintaining marine gasoline and diesel engines.

**Transportation Worker Identification Credential (TWIC) Requirement**

At the time of appointment, candidates must possess a valid Transit Worker Identification Credential (TWIC) issued by the U.S. Transportation Security Administration (TSA). A valid TWIC must be maintained for the duration of employment

**Special Note**

To be eligible for placement in Assignment Level II, candidates must have, in addition to the minimum qualification requirements, at least one year of experience in Assignment Level I or in a supervisory capacity.

**Direct Lines of Promotion**

**From:** None

**To:** To be determined