

# Lavaca-Navidad River Authority

## Job Description

<b>Job Title:</b>	Project Maintenance Technician Part-Time
<b>Department:</b>	Project Maintenance
<b>Reports To:</b>	Director of Project Maintenance and Recreation Services
<b>FLSA Status:</b>	Non-Exempt
<b>Salary Range:</b>	\$10.00 - \$16.97 per hour
<b>Prepared By:</b>	Human Resource Manager
<b>Approved By:</b>	General Manager
<b>Approved Date:</b>	November 2022

### Summary

The incumbent of this position is responsible for assisting with the ongoing and continuous operation, maintenance and upkeep of property and facilities owned or controlled by LNRA and for assisting with the conservation, protection and preservation of LNRA property and any archeological, historical, cultural and natural resources found on LNRA's property.

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

Perform general maintenance activities associated with the upkeep, repair and incidental administration of LNRA's Project Lands and associated land-based improvements, LNRA public recreation areas and associated recreational rental facilities.

Operate and maintain equipment and tools needed to complete assigned jobs/tasks.

Perform land-based herbicide and pesticide application and assist with aquatic based herbicide application as may be assigned.

Perform welding, fabricating, carpentry, plumbing and electrical duties as may be assigned.

Operate and provide general maintenance of construction-type and maintenance-type machinery and equipment and troubleshoot problems with machinery and vehicles.

Ensure correct and thorough completion of work orders and records in assigned areas.

Maintain the safe and clean work environment of vehicles, equipment, shop areas, materials storage areas and any LNRA provided work area.

Assist Management Staff as needed.

Comply with LNRA policy, rules and regulations.

### Supervisory Responsibilities

This position does not include supervisory responsibilities.

**Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience**

High school diploma or general education degree (GED); and a minimum of two (2) years of maintenance and equipment operation; or equivalent combination of education and experience.

**Language Skills**

Ability to communicate effectively in the English language, both orally and in written form.

**Mathematical Skills**

Basic math skills.

**Reasoning Ability**

Basic reasoning ability skills.

**Certificates, Licenses, Registrations**

Valid Texas Driver License. Insurable driving record.

**Other Skills and Abilities**

Ability to read and write operations and maintenance manuals, schematics, and material safety data sheets in the English language. Troubleshooting skills and ability to interpret results. Ability to read and understand construction drawings. Ability to establish and maintain effective working relationships with other employees, vendors, contractors and the general public. Read and understand analog and digital indicators. Read, understand and explain technical manuals, construction drawings, electrical diagrams, schematics, material data safety sheets and Standard Operating Procedures guide. Strong troubleshooting skills and ability to interpret and implement results.

**Other Qualifications**

Occasional travel may be required. Must be able to respond to emergency situations with minimum delay.

**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear; and taste and smell. The employee must frequently lift and/or move up to 50 pounds on a daily basis. The employee must be capable of climbing a ladder to a minimum of 50 feet; climbing a minimum of one flight of stairs on an intermittent basis; and open and close wire and metal gates. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

**Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is frequently exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places and outside weather conditions. The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals and risk of electrical shock. The noise level in the work environment is usually loud.

### **Tools and Equipment Used**

While performing the duties of this job, the employee is frequently required to operate the following equipment: Automobile, light trucks and trailers, multimeter, drills, cutting torch, instrumentation, chainsaws, electrical and hydraulic pumps and winches, tie down, boomers, backhoe, loader, roadgrader, tractor, shredder, dump truck, winch truck, rail type and crane equipment, testing equipment, computer calculator, copy machine, telephone, pager, two-way radio, gages, meters and levels, hand and power tools, welding equipment, spray rig, boat and lawn care equipment.