

Public Employees Local 71 (LTC)
REQUEST FOR REFERRAL

DEPARTMENT/DIVISION: Department of Natural Resources/Division of Parks and Outdoor Recreation	PCN: Multiple
JOB CLASS/TITLE: Maintenance Generalist Journeyman	WHEN POSITION IS NEEDED: 04/15/2024
WAGE GRADE: 54	PAY WAGE: \$ 25.04
CITY LOCATION: Kodiak	
	PHONE NUMBER: (907)276-7211 FAX NUMBER: (907)279-7171 EMAIL ADDRESS: Tracy@local71.com / Damien@local71.com

CDL REQUIRED: <input type="checkbox"/> YES / <input checked="" type="checkbox"/> NO TYPE OF CDL: ENDORSEMENTS:	FIREARMS REQUIRED: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO
PRE-EMPLOYMENT BACKGROUND <input type="checkbox"/> YES / <input checked="" type="checkbox"/> NO TYPE: DRUG TESTING CHECK REQUIRED: <input type="checkbox"/> YES / <input checked="" type="checkbox"/> NO	COMMENTS: NO LTC STAFF IN REGION FOR PROMOTIONAL POSTING

JOB DESCRIPTION:

SUMMARY:

Coordinates and manages the entire park region maintenance program for all facilities. Travel region wide, performing maintenance, repair, and construction services to a standard that ensures the safety of park employees and park visitors. Ensure that the maintenance systems and infrastructure throughout the park are functioning and in good repair. Perform a lead role in the construction of new park infrastructure in addition to repairs.

Facility and Equipment Maintenance 50%

Employee is responsible for maintaining all of the infrastructure of the park region which includes ranger stations, offices, cabins, outbuildings, storage areas, roads, gates, campgrounds, docks, pressurized water systems, electrical systems, heating systems, septic and plumbing systems. Maintains and services all outdoor facilities including park bridges, trails, displays, restrooms, barriers, walkways, public use cabins and shelters.

The incumbents duties also include the seasonal road grading, snowplowing, and sanding of park access roads and parking lots.

The incumbent must continuously recognize safety problems within the park and take the necessary corrective action to repair or remove the problem. Employee keeps maintenance areas, including indoor and outdoor work and storage areas, organized, and compliant with applicable safety codes and laws. Responds to maintenance emergencies in the park that require longer than normal hours of operation, this could include responding to flood, avalanche, snow storm, water system leak, or heating problem in a building.

Employee services equipment and vehicles like boats, ATVs, trailers, generators, tractors, etc. on a regular schedule. Employee fixes and repairs equipment used in the completion of park tasks and keeps equipment maintained on a regular schedule. Maintenance service records must be maintained in an organized manner and retained at the employees duties station or forwarded, as required.

Maintenance work will require traveling to remote park units, staying overnight in dry cabins, and traveling by ocean going boats and small engine aircraft.

Facility Construction 25%

The incumbent must perform the construction and fabrication of numerous facilities and features used in the state parks which include simple building construction including storage sheds, wood sheds, and outhouses. Performs installation of roofing, doors, and windows. Employee crafts handrails, stairs, handicap access to buildings and facilities. Installs wood and steel bridges. May construct gates or other metal fixtures by welding. Follows industry practices using lumber, hardware, wire, paint, stain, epoxy, cement, and concrete.

Equipment Operation 10%

To perform maintenance, repairs, and construction, employee operates equipment including highway vehicles, tractors with front end buckets, forklifts, backhoe, box scraper, gravel hauler, snow plows, ATVs, UTVs, and ocean going boats.

Volunteer Work Crews 10%

At times, employee leads and directs the work of seasonal Alaska Conservation Corps employees and park volunteers assisting with maintenance or repairs. Plans and schedules work of multi-member crews. Employee is responsible for providing coaching and training which promotes good work ethic and skill development. Employee ensures the proper use of personal protective equipment. Employee is responsible for taking initial action to correct and redirect performance as needed. He/she shall confer with supervisor to recommend disciplinary actions to correct unsafe job performance or unacceptable work practices.

Administrative Duties 5%

Employee prepares cost, material and manpower estimates for projects within budget, travel, equipment and delivery considerations.

The employee must determine the material and supply needs of each job, often within a fixed budget. This includes preparing procurement lists which requires completing inventories of the materials on hand, that can be used to complete the project. The incumbent will procure materials and supplies for maintenance projects and expedite the delivery, pick-up and receiving of these to the worksite. Work may require preparing the procurement documents, soliciting written bids and working with local and out-of state vendors. Employee must follow state procurement rules.

On a computer, prepare maintenance reports of service done to facilities, vehicles, equipment, and keeps track of safety training performed for park staff.

Employee must interface with the Division's Design and Construction Section engineers. This will promote better design and construction of proposed park facilities when put into the field. Employee is responsible for maintaining a working document describing deferred maintenance projects park wide and having it available for supervisor review.

SPECIAL REQUIREMENTS:

Valid Driver's License

THIS POSITION REQUIRES THE INCUMBENT TO OPERATE:

Tractors with implements including bucket, backhoe, box scraper, forks
ATVs/UTVs and implements
Pick up trucks, other light duty vehicles
Snowplows
Boats and skiffs
Assorted electric power tools (drills, saws, etc.)
Radios, both handheld and base sets
Trailers on which boats, ATVs and other equipment are towed
Paint sprayers and other paint equipment
Chainsaws and brush cutters
Nail guns, impacts, skill saws, other power tools
A variety of hand tools, such as Pulaski's, shovels, axes
Firearm for wildlife protection

TYPE OF POSITION

<input checked="" type="checkbox"/>	Permanent Full-Time	<input type="checkbox"/>	Permanent Full-Time Seasonal
<input type="checkbox"/>	Permanent Part-Time	<input type="checkbox"/>	Permanent Part-Time Seasonal
<input type="checkbox"/>	Non-Perm Full-Time	<input type="checkbox"/>	Non-Perm Part-Time
<input type="checkbox"/>	Non-Perm Part-time Sporadic	<input type="checkbox"/>	Seasonal