



EXHIBIT A-JOB DESCRIPTION

Job Title: Facilities Maintenance Technician

FLSA Status (US Only): Non-Exempt

Reporting to: Dock Master

Summary:

Responsible for the overall daily activities of the marina docks to ensure safe, secure, and efficient operations while enforcing the company's policies and procedures established at the property. This role combines maintenance and dock operations responsibilities, providing exceptional guest device and supporting marina management in facility upkeep

Essential Duties and Responsibilities include the following (other duties may be assigned):

- Provides service to marina and facility guests that meet established quality standards for all marina related operations; ensures that recognized standards are maintained, and that quality and delivery commitments are met.
- Inspects and maintains docks, utilities, buildings, marina grounds and equipment including plumbing, lighting and electrical pedestals, and conducts repairs as needed.
- Implements and adheres to preventative maintenance of marina facilities.
- Responsible for keeping company vehicles, tenders, and golf carts clean, charged, and maintained where applicable.
- Assists fuel vendors and fueling operations when needed and ensures safe fueling procedures.
- Assists Marina Management team and Dockhand Supervisor in carrying out various reports and data analysis such as meter reads, vessel occupancy, inventory, dock walks, etc.
- Adhere to safety protocols and regulations to maintain a safe working environment.
- Assist in emergency response procedures, including oil/fuel spill containment, fire control, and vessel recovery.
- Assists in mooring operations, securing vessels to docks, connecting and monitoring utility services (telephone, power, and water), performing pump outs, waste disposal and facility sanitation.
- Routinely operates motor/water vehicles and other various mechanized equipment, including transporting of guests about the facility in company vehicle or golf cart.
- Adheres to and upholds all marina health and life-safety protocols and actively participates in all related training exercises and drills.
- Provides general security and supports marina and facility security teams in their security related efforts; reports disturbances in dock area to superiors and maintains general vigilance.
- Maintains VHF radio and in-person communication with vessels, marina office and marina management.
- Delivers messages, mail and packages to yachts as directed by Guest Services desk.
- Makes arrangements at guests' requests, such as picking up articles for laundry and/or valet service, arranging transportation and submitting, delivering and loading provisioning orders.



Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed 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/Experience:

Previous marina or boating experience preferred.

High school diploma or general education degree (GED) and a minimum of two year of related experience and/or training; or equivalent combination of education and experience.

VHF Operator's certificate, hazmat handling and response training, and basic first aid preferred.

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 regularly exposed to outdoor weather conditions. The employee is frequently exposed to work near moving mechanical parts. The employee may work near or around toxic or caustic chemicals while wearing proper personal protection equipment and following strict company safety standards. The employee is occasionally exposed to the risk of electrical shock. The noise level in the work environment is usually moderate.

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 regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear and smell. The employee must regularly lift and /or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.