

# Mulberry Point Yacht Harbor

*Stillwater, Minnesota*



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## MPYH Marina Maintenance Job Description

### Summary:

Reporting to the Marina Manager, the Marina Maintenance position is responsible for performing a variety of tasks involving all aspects of Facility & Marina General Maintenance including electrical, plumbing, equipment and dock PM's and proper boatmanship.

### Key Responsibilities

- Carry out all duties and responsibilities assigned by the MPYH Marina Manager
- Maintains the marina readiness throughout the season including spring launch and fall close.
  - Water bubblers installation and removal.
  - Turn on/off and blowout of water systems.
  - Launches and retrieves marina workboat as needed to remove river debris and install or retrieve no wake buoys.
- Perform all General Maintenance & Inspection in the following areas
  - Plumbing -Piping and water valve installation and repairs
  - Electrical - Knowledge of 120/240 vac, single phase services.
    - To replace/switch 30/50 amp receptacles and circuit breakers.
  - Painting - MPYH equipment
  - Inspection, Cleaning and Repairs – As needed to support the marina throughout the boating season.
- Follow all safety guidelines and work in a safe & efficient manner ensuring the operation and cleanliness of the marina.
- Develops and maintains effective, friendly, professional working relationships with staff, members, guests and vendors.
- Records and documents all maintenance activities.
- Any other duties as assigned by the Marina Manager

### Safety and Environmental Responsibilities

- Wear proper personal protective equipment (PPE) as required for the task or work area.
- Report all accidents, injuries, spills and near misses immediately to the Marina Manager.

### Technical and Physical Requirements

- High school diploma or equivalent preferred
- Previous marina experience preferred
- Ability to work with limited supervision and work safely around water.
- Ability to lift 50 pounds
- Competent computer skills set, and familiarity with the basic operations of Excel and Google Drive.
- Basic boat handling and trailer driving skills preferred
- Knowledge and use of basic power tools preferred
- Ability to work in all weather conditions

Interested candidates, please submit resume to [leah@mpyh.com](mailto:leah@mpyh.com).

MPYH is an equal-opportunity employer, and all qualified applicants will be considered for employment. A background check and drug screening are required upon final acceptance of the job offer.