

Maintenance & Security Technician

Job Summary

The Oregon International Port of Coos Bay is hiring a Maintenance & Security Technician who will participate as a key team member in the security, maintenance, and repairs of equipment and facilities operated by the Port, serve as a frontline customer service representative during and after normal working hours, maintain facilities and grounds to a safe, clean, and sanitary condition, and assist maintenance staff with routine repairs and maintenance of the Charleston Marina Complex facilities to ensure cleanliness and safety for customers and members of the public.

Essential Job Functions

- Follows and enforces safety regulations established by Port policy, State and Federal Regulations.
- Acts as a first responder for vessel emergencies (vessel dewatering, spill response, etc.).
- Conducts vehicle and foot patrol of Port properties, buildings, and facilities including marina, boatyard, leased properties, and RV Park. Monitors visitors' actions and conducts building checks.
- Conducts inventory of moored vessels and RV Park vehicles and trailers; maintains log of vessel and RV information and conditions; checks vessel/vehicle condition, hookups, and dock conditions; contacts vessel/vehicle owners as necessary.
- Operational duties include routine maintenance and repair of facilities to ensure cleanliness and safety for our customers. Specific duties include, but are not limited to:
 - Disinfecting and cleaning public restrooms and marina office;
 - Performing landscaping tasks to include mowing lawns, weed eating, tree trimming and other general grounds keeping functions;
 - Replacing light bulbs in all types of fixtures;
 - Cleaning and power washing docks and assisting with dock repairs;
 - Dispensing of propane;
 - Collecting trash, fish waste, and recycling from the dumpsters;
 - Painting and minor building repairs; and
 - Ice plant maintenance and dispensing, maintaining salt dispenser levels, checking equipment oil levels, etc.
- Performs the duties of a safety observer for the Port owned travel lift.
- Serves as a frontline customer service representative during normal business hours and afterhours.
- Completes and maintains daily activity log and notes hazardous conditions, persons contacted, vehicle and vessel ID's, maintenance concerns, and safety issues.
- Assists a variety of law enforcement and emergency services agencies including the U.S. Coast Guard; determines need for law enforcement intervention according to Port policies; and acts as a first responder to incidents within Port properties.

Posting Date

August 25, 2026

Closing Date

Open Until Filled

Compensation

\$18.00 per hour

Employment Status

Regular Full Time,
Non-Exempt

Department

Charleston Operations

Reports To

Director of Asset
Management

Application Process

Email your resume to
hr@portofcoosbay.com

Or, apply on our
website at
[www.portofcoosbay.com/
employment](http://www.portofcoosbay.com/employment)

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www.charlestonmarina.com
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Maintenance & Security Technician, continued

Required Qualifications

- Possess valid Department of Public Safety Standards and Training Private Security Training Certification or the ability to obtain.
- Possess valid Class C Oregon Driver's License, with clean driving record.
- Interpersonal/customer service skills to effectively interact with customers, staff and supervisors.
- Knowledge and ability to operate basic hand and power tools and equipment without supervision.

Required Experience & Education

High school diploma or GED and 1 year of relevant work experience.

Working Conditions

- Work is frequently performed outside during inclement weather conditions.
- May be subjected to high stress situations.
- Working on and around docks, vessels and overwater structures.
- May share afterhours facility response.
- Must maintain a flexible work schedule to accommodate peak season demand. This may include after hours and regular weekend schedules to accommodate on-call ice dispensing, special events, severe weather conditions, etc.
- Primary shift will be day time (7:30 am – 4:00 pm) and may include weekends. Will be required to work some overnight, graveyard, and/or swing shifts to cover absences within the Security department.

Benefits

The Port of Coos Bay offers a generous benefit package which includes medical, dental, vision, and term life insurance. The Port also provides paid time off (PTO), eleven paid holidays, and participation in the Oregon State Public Employee's Retirement System (PERS).

Employment Eligibility

The successful candidate will be required to consent to a pre-employment drug screening and background investigation.

The Oregon International Port of Coos Bay is an Equal Employment Opportunity employer. All applicants are considered strictly on the basis of their qualifications for a position, without consideration of the applicant's race, color, religion, gender, national origin, age, marital or veteran status, sexual orientation, disability or genetic information. Disabled job applicants and employees are provided with reasonable accommodation upon request. A preference will be given to qualified veterans pursuant to ORS 408.225 to 408.237. To request the veterans preference, please submit Form DD-214 or 215 with your application.

Application Process

Please e-mail your resume to hr@portofcoosbay.com or you can apply via our website at <http://www.portofcoosbay.com/employment>.