

MAINTENANCE SPECIALIST

Location: Cape May-Lewes Ferry, Cape May, NJ

Pay Rate: \$22.25 per hour (\$46,295 Annualized)

Opening Date: November 19, 2025

Closing Date: December 19, 2025

I. POSITION SUMMARY

This position is an entry-level maintenance specialist/general laborer position. Most job responsibilities require little or no previous skills. Required to operate equipment such as basic hand tools, weed whackers, mowers, hand power tools, vacuums, floor scrubbers, and motor vehicles. Position is required to work safely and efficiently in accordance with instructions, general operating practices, and procedures. The employee is responsible for following established safety practices while performing assigned duties to protect self, co-workers and the public from personal injury and to prevent damage to Authority property. Work schedules can be modified to fit the mission which may require the employee to work shift work and/or weekends. Most work is performed outdoors and can be in any weather condition.

II. ESSENTIAL DUTIES AND RESPONSIBILITIES

- Performs routine maintenance based on specific requests
- Helps complete work plans according to deadlines
- Completes or assists in completion of tasks such as:
 - Bridge maintenance (e.g., bridge washing, painting, minor repairs)
 - Road maintenance (e.g., guide rail replacement, drainage ditch maintenance)
 - Work with concrete and asphalt
 - General landscaping and grounds keeping
 - Snow removal and emergency response (24/7) to any Authority location
 - Custodial maintenance
 - Dock attendant work
 - Other duties as assigned
- Provides the highest level of customer service and professionalism

III. REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to read work orders; effective oral and written communication skills
- Full understanding of relevant Authority policies and procedures
- Within six months, ability to gain basic competence in all required equipment and working knowledge of relevant Authority procedures and safety techniques
- Ability to provide excellent customer service

IV. TYPICAL WORK ENVIRONMENTS

- Landscaping and grounds keeping
- Roadways and bridges
- Piers, docks, and wharfs
- Custodial/general building maintenance
- Painting/rigging
- Vessel maintenance
- Emergency response (i.e. snow removal)

V. REQUIRED EDUCATION AND EXPERIENCE

- High school diploma or equivalent or equivalent relevant experience
- One (1) year of maintenance-related experience

VI. LICENSES, REGISTRATIONS, AND/OR CERTIFICATES

- Valid driver's license
- Must be capable of obtaining a Class B CDL within six (6) months, if required

VII. SPECIAL REQUIREMENTS

- Subject to a background investigation and pre-employment physical including drug test
- Delaware River and Bay Authority requires all employees to have direct deposit with a financial institution to receive their bi-weekly pay
- Employees holding a valid CDL must be able to obtain and keep current a Medical Examiner's Certificate and will be subject to random drug and alcohol testing in accordance with Federal and State regulations.
- Must be able to work in a variety of adverse weather conditions including extreme heat or cold

If you are interested in applying for this position please complete the on-line application at www.drba.net. In addition, you also have the option of attaching a resume to the completed application.

The Delaware River and Bay Authority is an Equal Opportunity Employer