



JOB OPPORTUNITY

THE CITY OF ST. JOSEPH • CITY HALL-HUMAN RESOURCES
1100 FREDERICK AVENUE • ST. JOSEPH, MO 64501
(816) 271-4670

Position Title:	Airport Maintenance Specialist
Wage Rate:	\$14.62/hr (\$30,427.09/yr)
FLSA Status:	Non-Exempt Position Subject To Overtime Provisions
Closing Date:	Open Until Filled

Job Summary

Operates power equipment and heavy machinery as required in the maintenance of airport buildings, grounds, roadways, taxiways, and aircraft parking aprons and runways. Performs routine daily maintenance on various airport equipment and vehicles. Performs custodial duties for airport facilities as required.

Essential Duties and Responsibilities

1. OPERATES equipment in the maintenance and repair of drainage systems, roads and streets, runways and taxiways.
2. INSPECTS runways and taxiway surfaces, lighting and signage daily to VERIFY SAFETY of airport operations and compliance with FAA standards.
3. MAINTAINS, REPAIRS and PATCHES concrete and asphalt airport surfaces as required.
4. REPAIRS and/or REPLACES airport FAA required field lighting as needed.
5. OPERATES heavy machinery such as a snowplow, snow blower or dump truck with plow during critical snow removal operations.
6. PERFORMS mechanical maintenance on equipment and machinery required at the airport.
7. PERFORMS maintenance duties on airport buildings and fixtures including but not limited to plumbing, carpentry, painting and roofing.
8. PERFORMS airport grounds maintenance including grass mowing and trimming near active taxiways and runways.
9. COMMUNICATES with Air Traffic Control Tower and air traffic personnel on radio controlled airport surfaces including monitoring contractor operations inside the airfield critical areas.

Other Duties and Responsibilities

1. PERFORMS custodial duties including cleaning restrooms, vacuuming offices, sweeping, etc.
2. OVERSEE and DIRECT duties of offenders performing in the work release program.
3. ASSISTS in researching prices and availability for required repair or replacement parts.
4. PERFORMS all other related duties as assigned.

Employee Behavior and Conduct

City employees shall conduct themselves in a professional manner and shall exhibit and extend such professional conduct appropriate for the circumstances to those with whom they come into contact both internally and externally during the performance of their duties. Examples of professional conduct include, but are not limited to, being communicative, informative, fair, honest, and respectful.

Required (Essential) Knowledge, Skills and Abilities

Skills in the operation of light equipment and heavy machinery. Thorough knowledge of airport safety and operational procedures. Basic knowledge of carpentry, welding, mechanics, roofing, plumbing and electrical repair. Ability to read, understand and comply with oral and written instructions. Ability to read and interpret procedures in technical and repair manuals. Ability to determine that pavement conditions of runways and taxiways meets aircraft safety standards. One to three years prior experience in related field required. Ability to effectively and safely perform two-way communications with air traffic controllers and aircraft pilots using FAA approved phonetic alphabet, terminology and language.

Materials and Equipment Directly Used

Operates a variety of equipment including dump truck, snow plow, snow broom, snow blower, skid steer loader with attachments, light wheel vehicles, tractor with mower assembly, hand power tools and other tools and devices required in the maintenance of airport facilities and equipment. Valid Class B Commercial Driver's License (CDL) is required.

Working Environment/Physical Requirement

Work is performed under a variety of conditions. Outdoors tasking performed under a wide range of extreme weather conditions year round. Required to stand for long periods, operate machinery and equipment with dexterity in and around aircraft and runway operations. Requires very good hand-eye coordination while comprehending various radio communications. Work involves bending, reaching, stooping, kneeling, and climbing of ladders. Work required in confined spaces and at heights up to and including aircraft hangar roofs. Routinely lift objects weighing up to thirty (30) pounds, occasionally lift objects weighing up to seventy-five (75) pounds and assist in lifting objects weighing in excess of one hundred (100) pounds. Vacation and other leave scheduling shall be requested of and approved by the appropriate supervisor.

Education

High school diploma or equivalent required

Passing of a drug screening required prior to appointment.

AN EQUAL OPPORTUNITY EMPLOYER

**The City is a Governmental entity subject to Section 504 of the Rehabilitation Act of 1973,
which requires that otherwise qualified handicapped individuals be protected from discrimination.**

12/30/11