

JOB DESCRIPTION

Airport Maintenance/Equipment Operator

General Summary

Airport. Experienced in the operation of heavy equipment and facility maintenance, shall serve as a crew member in the maintenance of airport facilities, related facilities and grounds. In addition, will provide user assistance, fueling/customer assistance service, ancillary security and crash/fire rescue service. Serves as first responder for environmental contamination. Shall participate in the care and maintenance of an industrial park and related utility service. Supervision is general to direct on specific task assignment and is received from the Airport Manager and Airport Crew Leader.

Airport Typical Duties

1. Operates a variety of heavy equipment necessary for snow removal required to clear runways, taxiway, ramps, parking lots, roads and general service ways of the Airport. Continuously monitors runways for traction / resistance.
2. Operates ground keeping equipment to maintain runway, ramp and general airport property at acceptable levels of appearance and free of debris.
3. Serves as aircraft attendant, fueling aircraft/assuring correct type and amount of fuel while utilizing all safety precautions. May receive orders for fuel service from airlines, pilots, owners or general aviation pilots.
4. Collects fees for fuel, landing, tie down and so forth, recording to record and securing payments.
5. Assists pilots in moving planes, starting and storing. Will inspect field for proper conditions and eliminate foreign objects/debris. Puts out notices alerting fliers to current runway and field conditions and operate preheating/starting equipment.
6. Serves as ancillary security officer responding to irregular/improper behavior of the general public and will issue parking fee collection tags.
7. Performs and makes maintenance repairs on buildings, performing carpentry tasks, painting and making plumbing repairs.
8. Continuously observes runway lighting systems and will initiate prompt corrective

actions where service failure is noted.

9. Individually or as part of project crew, will provide maintenance to airport equipment, fuel farms, emergency generator, sewage lagoons and crash fire rescue equipment.
10. Participates in overhauling engines, transmissions, brakes, and so forth. Will provide light maintenance, greasing, changing oil and filters, changing blades and keeping shop equipment in repair.
11. Carries out general grounds repair, mending fences, grading roadways and so forth.
12. Incumbents will receive formal and recurrent training and serve as a member of Crash Fire Rescue unit, containing fires, removing/providing first aid to victims, initiating emergency response procedures.
13. In addition to heavy equipment operation, may use a variety of hand and power tools, refueling equipment, arc/acetylene welding equipment, generator and operating records.
14. Incumbents with experience may receive specialized training and serve as group leader for activities such as:
 - (a) Heavy equipment repair.
 - (b) Runway lighting systems maintenance and repair.
 - (c) Wastewater treatment facility and pond management, regularly monitoring conditions, checking levels, oil in compressors and completing maintenance.
 - (d) Inventory control, calculating fuel pounds to gallons, billing collection and receipting for customer service and summarizing preparation of a variety of service reports.
 - (e) Water main and water tank maintenance with related maintenance of pumps, sprinklers, hydrants and emergency shut offs.
 - (f) Serving as lead for Airport Crash, Fire, Rescue operations, preparing service records on equipment/training and conducts monthly training sessions.
15. In all capacities will incorporate safety policy and procedures necessary for the well being of the general public and fellow employees.