

City of New Bedford Job Description

Job Title	Airport Technician
Department	Airport
Employment Status	Full-Time
Salary	Grade H \$19.49 - \$27.21

Function

This position maintains Airport property and equipment to ensure the efficient and effective safety and service for all users of the Airfield and Landside Facilities.

Supervision

Received	Airport Manager
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Exercised	None
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Essential Job Duties The job duties listed herein are neither exclusive nor limited, but are intended to be illustrative of the types of tasks the employee will most likely be expected to perform on a regular basis. The employee may be asked to perform different or additional tasks than the ones listed here, as the needs of the employer and/or the requirements of the position change.

- Inspects and maintains runways, taxiways and other paved and non-paved areas on and off the airfield in accordance with FAA part 139 regulations.
- Paints airfield and landside markings.
- Repairs runway and taxiway lights.
- Performs airfield and landside mowing, weed eating, tree cutting and grading.
- Conducts mandatory day and night airfield and wildlife inspections.
- Issues Digital NOTAMs (Notice to Airmen).
- Acts as part of an integrated security system.
- Removes snow from airfield and landside.
- Maintains grounds, structures and facilities.
- Performs general custodial and maintenance work in and around buildings including landscaping, trash removal, changing light fixtures, painting and general cleaning.
- Assists in any emergency or incident at the airport.
- Provides escorts as needed.
- Provides effective and efficient customer service and promotes and maintains responsive community and working relations.
- Performs related duties as assigned.
- **This position is deemed essential personnel and must report to work during emergency situations.**

Requirements of Work

Graduation from high school or GED equivalent and at least one year of technical training plus at least two years of experience in the field of airport maintenance; or any equivalent combination of education and experience that provides the following knowledge, ability and skills:

Knowledge of	<ul style="list-style-type: none"> • Airport Certification Manual, Airport Emergency Plan, Snow and Ice Control Plan, FAR Part 139 – Certification of Airports, associated advisory circulars, TSA 1542 Airport Security Plan, Wildlife Hazard Management Plan and Storm Water Pollution Prevention Plan (all after hire). • The use of office equipment including computers and relevant software (Microsoft Word, Microsoft Office).
Ability to	<ul style="list-style-type: none"> • Communicate professionally on company and FAA radios. • Issue Digital NOTAMs and log all work orders on computer system that supports this function • Follow oral and written instructions. • Work independently with minimal supervision. • Work any assigned shift including days, nights, weekends and holidays. • Establish and maintain effective working relationships with supervisors, coworkers and the general public.
Skill in	<ul style="list-style-type: none"> • The use of tools and equipment required to perform job duties including radios, snowplow, sander, forklift, loader, Piston Bully, mower, gas-powered weed trimmer, tractor, chainsaw, pickup truck, 5-ton dump truck, 2 ½ ton dump truck and various hand tools.

Necessary Special Requirements

- Subject to Mandatory CORI (Criminal Offender Record Investigation)
- Possession of a valid Massachusetts driver’s license and good driving record.
- Must attend mandatory annual on-the-job trainings in compliance with FAR part 139 regulations.
- Must pass training programs issued by the Airport Manager and required Transportation Safety Authority background check.
- Must possess and maintain a valid Class B CDL and a 2B and 4G Classification Hoisting license
- This position requires availability of nights and weekends. The airport is open 7 days a week, 24 hours a day. Normal staffing hours are from 6:00a.m. to 11:15p.m. daily.

Drug & Alcohol Testing The City of New Bedford has a reasonable, uniformly and consistently enforced Drug & Alcohol Testing Policy, which is referred to in the AFSCME Collective Bargaining Agreement. This position requires the operation of a motor vehicle on a regular basis, is subject to the Drug & Alcohol Testing Policy and any violation will result in termination.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work is performed both indoors and outside; hand-eye coordination is necessary to operate computers and various pieces of office equipment. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, color vision, prolonged visual concentration, depth perception and the ability to adjust focus.
- While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk and hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms.
- The employee is frequently required to climb, balance, stoop, kneel, crouch, or crawl.
- The employee is frequently exposed to adverse weather and other unpleasant conditions, such as heat, cold, wetness and humidity; dim or bright lights, dust, odors and noise; and occasionally vibrations, toxic agents, electrical currents and heavy machinery.
- The employee must occasionally lift and/or move up to and in excess of 50 pounds