

**MAJOR FUNCTION**

This is supervisory work in the maintenance of airport runway pavement, grounds and sprinkler systems. Work is performed under the general direction of the Superintendent-Airport Maintenance. The incumbent is charged with ensuring the proper maintenance of runways and airfield grounds in accordance with Federal Aviation Authority (FAA) rules and regulation. Work is performed with considerable independent judgment and initiative in the performance of normal tasks. Work is reviewed through inspections, observations, and by results attained.

**ESSENTIAL AND OTHER IMPORTANT JOB DUTIES****Essential Duties**

Supervises and oversees the maintenance of roadways, runway, taxiways and aprons for asphalt sweeping and vacuuming; airfield, noise mitigation area, FAA Tower property and annex roadways for mowing in accordance with airport certification approvals; perimeter chain link fence and flower beds for weeding; edging and trimming along the terminal walkways, drives and landscape borders; mulching of beds; debris and trash pickup; mowing airport property; and perform routine and preventative maintenance on the sprinkler system. Prepares and maintains all required inventory and service reports on equipment in accordance with operation and maintenance manuals. Operates heavy crane in loading and unloading materials and equipment. Operates complex mowing equipment such as 580-d Toro 16 foot swath. Also, may operate heavy dozer, end loader, backhoe, vacuum sweeper, trash grabber and street flusher. Maintains records and files on specifications, diagrams, manuals and warranties. Trains subordinate employees on proper operation of equipment. Recommends the selection, transfer, advancement, grievance resolution, discipline, and discharge of employees. Conducts performance evaluations and recommends approval or disapproval of merit increases. Performs related work as required.

**Other Important Duties**

Assists with annual airport certification inspection. Keeps abreast of general and job specific developments, improvements and innovations. Purchases equipment and materials, as are applicable to work tasks. Completes special projects as assigned. Performs related work as needed.

**DESIRABLE QUALIFICATIONS****Knowledge, Abilities and Skills**

Considerable knowledge of grounds and asphalt maintenance, equipment, techniques, materials and schedule. Considerable knowledge of FAA rules and regulations regarding airfield maintenance. Considerable knowledge of potential safety risks and hazards to ensure personal and occupant health and safety, and to ensure conformance with OSHA standards. Considerable knowledge of the operation and care of equipment, tools and supplies related to trades practiced; the hazards involved in the use of heavy equipment and of the safety precautions to be taken; internal combustion engines and some skill in their repair. Skills in the operation of heavy construction equipment and physical strength and agility sufficient to do strenuous laboring tasks under varying weather conditions. Ability to plan, assign, train, and review the work of subordinate employees. Ability to express oneself clearly and concisely, orally and in writing. Ability to establish and maintain effective working relationships as necessitated by the work. Skill in the care and use of pertinent tools and equipment.

**Minimum Training and Experience**

Possession of a high school diploma or an equivalent recognized certificate and four years of experience in the grounds and runway asphalt maintenance at a commercial service airport; or an equivalent combination of training and experience.

Necessary Special Requirements

Must possess the appropriate State Commercial Driver License (CDL) and endorsement(s) at the time of appointment, or must have passed the appropriate written CDL test/endorsement(s) and obtained a CDL permit at the time of appointment and obtain the appropriate CDL licensure within 60 calendar days from date of employment as a condition for continued employment.

In accordance with 49 CFR Part 1542, employee must successfully complete a fingerprint-based criminal history records check and personal background check prior to employment.

Established: 01-16-10

Revised: 07-13-16