



City of Prescott Employment Opportunity **AIRPORT OPERATIONS MAINTENANCE TECHNICIAN**

Temporary Position – Part Time (approximately 30 hours per week & not eligible for benefits)

Rate of pay: \$12.00 per hour FLSA Status: Non-exempt (eligible for overtime)

Qualifications: High school education or equivalent and three (3) years full time airfield construction, maintenance, operations or closely related work preferred or combination of education and experience. Applicant must possess valid Arizona Driver's License, and may be required to obtain work-specific certifications after hire.

Special Qualifications: Candidate of choice must pass TSA-mandated 10-year security background investigation, pre-employment drug test, fingerprint background check, and driver record check. Must have ability to work shifts including but not limited to mornings, nights, weekends, holidays and/or standby duty to respond to a variety of airfield problems and situations. Must have ability to work independently with support supervision.

Tasks: Under general supervision performs daily airport safety and security inspections of airport facilities including runways, taxiways, airfield lighting and NAVAIDS, airport terminal and airport facilities, responds to incidents and accidents occurring on or near the airport; performs grounds maintenance including but not limited to airfield mowing, sweeping the runway/taxiway system and snow removal, janitorial functions. Under general supervision performs construction, maintenance, renovation, and repairs requiring semi-skilled or apprentice level ability in carpentry, concrete, masonry, plumbing, HVAC, electrical, and painting; installs and maintains airfield electrical systems; installs ADA ramps, vertical and rolled curbs; installs and maintains water lines, drip irrigation, culverts, drain pipes, and hot water heaters; builds and repairs fences and retaining walls; builds concrete forms, repairs roofs; may collaborate with contractor on major projects. Under general supervision performs general grounds maintenance including planting, mowing, raking, trimming, fertilization; hauls debris to dump; maintains plantings and lawns; maintains all areas to present a clean safe environment; Uses and maintains small hand and power tools such as rakes, shovels, trimmers, edgers, mowers, and compressors; performs minor or assists with major repairs, installations, inspections or adjustments of equipment; maintain service records and parts inventory. Under general supervision inspects, diagnoses, and repairs a variety of small engine equipment and light vehicles; maintains equipment in good working order; brazes and welds metals; orders and stocks parts; maintains service records, parts inventory, and specifications for machinery and equipment; opens and closes buildings and arms and disarms security systems.

Knowledge of:

Knowledge of Federal, State, and City rules, regulations, policies, procedures, codes, and ordinances related to operations, security and maintenance of certificated airports
Knowledge of a variety of building and facility maintenance procedures and techniques; common hand and power tools; occupational hazards and safety precautions associated with facility maintenance and airport operations; State, Federal, and local rules, regulations, policies and procedures.
Knowledge of a variety of skilled trades related to building construction, maintenance, repair and renovation.
Knowledge of machinery, equipment and common hand and power tools necessary for maintaining public areas.
Knowledge of diagnostics, repair and basic preventive maintenance on assigned equipment.

Skill in:

Skill in following oral and written instructions.
Skill in operating and working around moving equipment and following safety practices and recognizing hazards.
Skill in utilizing public relations techniques in responding to inquiries and complaints.
Skill in establishing and maintaining effective working relationships with State, Federal, and other local officials, elected officials, and City residents.

Physical and Visual Ability: sufficient to effectively and safely perform required duties and to safely operate required equipment and City vehicle as needed. Must be able to lift 100 pounds occasionally with assistance, 50 pounds regularly without assistance, and push, pull, twist reach and bend.

Hearing and Speaking Ability: sufficient to clearly, concisely and effectively communicate in person and over the telephone and aviation radios in English.

Applicant must be free from mental disorders which would interfere with performance of duties as described.

Deadline: Applications must be received by 5:00 PM on June 16, 2010.

Send application/resume to:

City of Prescott, Human Resources, 201 S. Cortez St., Prescott AZ 86303
(928) 777-1315 (928) 777-1347 (800) 748-6205 TDD (928) 777-1100 Fax: (928) 777-1213

Email: personnel@cityofprescott.net **Visit our website at** www.cityofprescott.net

EEO/M/F/V/H/D/NSE Posted: June 9, 2010

Ben Vardiman _____
Airport Manager

Jolaine Jackson _____
Human Resources Director

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MAJOR BENEFITS FOR FULL-TIME REGULAR EMPLOYEE: Twelve days annual paid vacation; Ten paid holidays; Paid sick leave; Paid employee health and life insurance; Retirement benefits; Deferred Compensation Plan; Social Security benefits; other optional benefits. PROBATION: An established probationary period must

be satisfactorily served by each employee. NOTE: When advised, reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any phase of the selection process.