



**ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY
AIRPORT OPERATIONS MAINTENANCE WORKER**

Part Time Temporary Position

Approximately 20 hours per week (not eligible for benefits)

Normal schedule will include nights, weekends/holidays

Rate of pay: \$10.00-12.00 per hour DOE FLSA Status: Non-exempt (eligible for overtime)

Qualifications: High school education or equivalent required. Maintenance or closely related work or combination of education and experience preferred.

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, and/or holidays to respond to a variety of airfield problems and situations. Must have ability to work independently with minimal supervision.

Tasks: Under direct 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, snow removal, and janitorial functions. Under direct supervision performs general grounds maintenance including planting, mowing, raking, trimming; hauls debris to dump; 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. Maintains equipment in good working order; 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: November 20, 2013 at 5:00 PM

City of Prescott, Human Resources, 201 S. Cortez St., Prescott AZ 86303

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Posted: November 5, 2013

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