

<p>County of Antrim Description for Airport Maintenance Position</p>
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Title: Airport Maintenance Worker

Department: Antrim County Airport

Reports To: Antrim County Airport Director

Classification: Teamsters State, County and Municipal Workers, Local 214 – General Unit

POSITION SUMMARY

Under the supervision of the Airport Manager, this position will require communicating with and serving the public, cutting grass, brushing, plowing, maintenance and repair of machinery from lawn mowers to heavy equipment, fueling planes, tugging aircraft, custodial duties, snow removal and other duties as assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Performs a variety of janitorial tasks in the terminal area, cleaning restrooms, sweeping/mopping floors, washing windows, making light repairs and removing debris from the service areas.
2. Performs ground maintenance including mowing grass, landscaping, gardening, removing debris, brush cutting, painting and assuring proper lighting of runways and other areas.
3. Will perform snow removal through the use of a shovel up to and including snowplow truck.
4. Aircraft refueling, will determine and report braking / general runway conditions to flight service.
5. Assure proper tie downs of aircrafts.
6. Will work as a team or individually in adjusting / repairing and providing maintenance to service vehicles. Will change snow removal equipment blades and so forth as the seasonal conditions require.
7. Trouble shoots breakdowns to establish cause and needed repair and in turn will perform mechanical repair as needed.
8. Other duties as required.

OTHER DUTIES

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

COMPETENCIES

1. Thoroughness
2. Technical Capacity

3. Customer/Client Focus
4. Problem Solving/Analysis
5. Communication Proficiency
6. Initiative

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.

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch or crawl; and talk or hear.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, and the ability to adjust focus.

The employee will be expected to, at least on a weekly basis in the summer, operate equipment for 8 to 10 hours a day, e.g.) weed whip, brush hog, etc.

The employee will, periodically, be required to walk up to 8 miles in a one-day period.

TOOLS AND EQUIPMENT USED

Push mowers, plow truck, automobile, snow blower, tractor, power tools, weed whipper, brush hog, riding mower, carpet cleaners, washers, vacuum, mops, broom, dusting equipment and gardening equipment.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- A. High school diploma or GED equivalent
- B. Any combination of experience and training which demonstrates the knowledge and experience to perform work
- C. Valid driver's license with satisfactory driving record is required

Necessary Knowledge, Skills and Abilities:

- A. Working knowledge of equipment, materials and supplies used in building and grounds maintenance; Working knowledge of equipment and supplies used to do minor repairs; Some knowledge of first aid and applicable safety precautions.

- B. Skill in operation of listed tools and equipment.
- C. Ability to work independently and to complete daily activities according to work schedule; Ability to lift heavy objects, walk and stand for long periods of time; Ability to communicate orally and in writing; Ability to use equipment and tools properly and safely; Ability to understand and follow written and oral instructions; Ability to establish effective working relationships.

SPECIAL REQUIREMENTS

Pass a pre-employment drug screen and physical. Criminal history background check is required.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts. The employee occasionally works in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, and toxic chemicals.

The noise level in the work environment is occasionally loud when operating machinery and equipment or fueling planes.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

June, 2019