

## **Fort Smith Regional Airport Job Description**

**Title:** Airfield Maintenance Worker

**Reports to:** Airport Operations Manager

**Starting Pay:**

**Job Description:**

Under general supervision, the employee performs, within prescribed standards and procedures, a variety of skilled and semi-skilled tasks related to operations, inspections and maintenance/repair at the terminal facilities, airfield, grounds, vehicles, equipment, buildings, facilities, and integral parts/equipment. Performs routine plumbing, electrical, roofing, carpentry and general mechanical work. Employee must abide by and perform safety and security procedures. Employee operates light, medium, and heavy equipment, mowers and trucks. Employee has daily contact with the public requiring courtesy and diplomacy, demonstrating integrity and discretion. Employee must exercise a degree of independent judgment to resolve issues and make sound decisions. The work varies, requiring adjustment of work methods to meet task assignments. Employee will work the shifts and hours assigned which may include weekend and occasional night work.

**Essential Duties and Responsibilities:**

All Fort Smith Regional Airport positions require the employee to provide good customer service to both internal and external customers; maintain positive and effective working relationships with other airport employees and general public; and have regular, reliable, and punctual attendance that is non-disruptive. Must show cooperation and respect to fellow employees and supervisors at all times. Other duties may be assigned.

1. Performs a variety of duties at the terminal building and other areas of the property to ensure compliance with FAA and TSA regulations.
2. Performs duties related to airport security, routine security patrols, control crowds, and vehicular parking issues.
3. Operates grass cutting implements, weed eaters, edgers, mowers, bush hog, and other ground maintenance equipment.
4. Performs snow removal operations and other terminal and/or airfield operations using vehicles, heavy equipment, dump trucks, motor grader, backhoes, front end loaders, etc.
5. Performs routine maintenance and inspections to vehicles, equipment, automatic gates, fencing, buildings and associated mechanical/electrical equipment.
6. Performs routine maintenance, repairs and inspections of building systems.
7. Proficiently utilizes air traffic control phraseology and communication radios.
8. Prepares and maintains required records and reports as necessary.
9. Responds to callouts as required.

**Qualification Requirements:**

To perform the job successfully, employee must be able to perform each essential duty satisfactorily and complete duties in a safe and efficient manner. Possess a valid driver's license and maintain a good driving record. Successfully pass a criminal history records check and other requirements in order to successfully obtain and maintain security clearances necessary for airport identification. Successfully complete and pass drug and alcohol tests. Perform call back duties and overtime work as needed. Speak and understand verbal and written English language.

**Education and/or Experience:**

Any combination of education and experience equivalent to graduation from high school, plus 5 years of progressively responsible work experience in similar or related fields.

## *Designated 'Safety-Sensitive Position' in accordance with Arkansas Act 593*

### **Knowledge, Skills and Abilities:**

The knowledge, skills and/or abilities listed here are required for this position. Good knowledge and experience of methods, materials, tools, equipment, safety precautions used in grounds and building maintenance and practical knowledge of HVAC, electrical, and plumbing.

Good verbal and written communication and interpersonal skills. Good organizational; time management; problem solving and analytical skills. The ability and skills to understand written, oral and diagrams to form simple variables in changing circumstances and to analyze them and explain results. The ability to follow written and verbal instructions; work independently and use independent judgment to resolve issues and make sound decisions; use discretion; work under pressure in managing multiple tasks and multiple directives and be adaptable; prioritize work; concentrate and work with speed and accuracy with attention to details.

### **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 required to: talk and hear; use the hands and fingers to grasp, handle, feel and repetitive motions; regularly balance, kneel, stoop, stand, walk, lift, reach, push and pull with the hands and arms; frequently sit for long periods, climb, crawl, and crouch. Regularly lift 25 pounds, frequently lift up to 50 pounds and occasionally lift up to 150 pounds.

Specific vision abilities required by this job include close, color, and distance vision. Depth perception and the ability to adjust focus are also required. The employee must have sufficient physical mobility or agility to be able to respond quickly. The employee must be able to tolerate moderate amounts of dust and chemical fumes from common cleaning agents including cleaning solutions when performing duties and must be able to work in an outdoor environment containing plants, grasses, weeds and soil without adverse allergic consequences that affect performance.

### **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.

Duties are performed indoors and outdoors with exposure to extreme cold and heat, and high noise level. The employee is subject to hazards including exposure to chemicals and a variety of physical conditions, such as proximity to moving mechanical parts, vibration, moving vehicles, moving aircraft, electrical current, working on ladders, scaffolding and high places. The employee must function in narrow aisles or spaces.