



AIRPORT TECHNICIAN I

DEFINITION: To refuel aircraft; operate UNICOM; maintain facilities; track daily sales and fuel quantities; and to perform related duties as assigned.

ESSENTIAL JOB FUNCTIONS: Refuels conventional and turbine aircraft and stationary fuel facility and/or fuel truck; opens/closes airport and related facilities; fills out sales receipts for customers; cleans and maintains facilities; replenishes supplies, empties waste receptacles and cleans restrooms. **Must be available to regularly work weekend and holiday shifts.**

OTHER EXAMPLES OF DUTIES: Provides airport advisories on the UNICOM radio; maintains runway lights, plumbing, electrical household circuits, etc.; acts for Airport Operations Manager in his absence.

EMPLOYMENT STANDARDS:

Experience:

Airport Technician I - High school graduate or equivalent with prior experience working in a related position.

Knowledge of: Aircraft ground handling; fuel dispensing; building and grounds maintenance; general accounting procedures; emergency and safety procedures; radio communication equipment.

Ability to: Refuel aircraft; maintain airport facilities; answer UNICOM radio; keep books accurately; do semi-skilled and manual labor and climb 75-foot tower; communicate and work effectively with clients and public; work cooperatively with those contacted in the course of work.

Physical requirements: Employee is regularly required to use hands to finger, handle, feel, or operate objects, tools, or controls, and reach with hands and arms; stand, walk, and talk or hear; sit, climb and descend stairs and balance; stoop, kneel, crouch, or crawl and smell; must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds; specific vision abilities required include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Environmental conditions: The employee works in outside weather conditions, which may include extreme cold, windy, and extreme temperatures; works near moving mechanical parts; occasional exposure to wet and/or humid conditions, fumes, or airborne particles, toxic chemicals, risk of chemical shock, and vibration.

Special requirements: Must possess or obtain by appointment date a valid operator's license issued by the State Department of Motor Vehicles. **Must be available to regularly work weekends and holiday shifts.** Must successfully complete a pre-employment background check and drug screen.