

THE EASTERN IOWA AIRPORT POSITION PROFILE	JOB CODE #/TITLE: AM011 Airport Repair Worker III
POSITION #/TITLE: 0820, 2341 Airport Repair Worker III	Adopted: 06-14, 10-15
	Revised: 7-19

POSITION DESCRIPTION

Dept. ID/Description: EIA/The Eastern Iowa Airport	Manager Level: Lead Worker
Salary Plan/Description: APM/Airport Maintenance Bargaining Unit	Salary Grade: 28A
Reports To Position #/Job Code #/JC Title: 0599/AN006/Airport Maintenance Supervisor	Dotted-line Reports To Position #/Job Code #/JC Title:
FLSA Status: Non-Exempt	Overtime Status (Employee Type): Non-Exempt (Exception Hourly)
Physical Demand Rating: Heavy	Work Environment: Controlled
Pre-employment Testing: Drug screening prior to contingent offer. Health screening after contingent offer.	Position Testing: Physical Qualifications
Personal Protective Equipment: examples include but not limited to: eye protection, hearing protection, hand protection, foot protection.	

General Statement of Duties

Performs labor and technical maintenance services and repair to Airport equipment and facilities, including lead worker responsibilities, provides supervision in the absence of Airport Maintenance Supervisor.

Distinguishing Features of the Class

Works under supervision or independently and to exercise some discretion in work method and schedule.

Examples of Essential Work (Illustrative Only)

Coordinates shift work, work order completion, and group activities for Airport Maintenance personnel; Maintains accuracy of the Airport electronic work order system utilizing current software for Airport Repair Workers personnel;

Plans, coordinates, implements, and performs preventative maintenance and repair requirements to various electrical and mechanical systems including, but not limited to: aircraft boarding bridges, baggage conveyor systems, doors and door operators, emergency generators, gate operators, lighting fixtures and controls, public address (P/A) systems, custodial equipment, HVAC equipment, Maintain systems and preventative maintenance schedules and records;

Maintain scheduled physical plant data records;

Performs utility locates and maintains records;

Respond to tenant requests relating to Airport facility or equipment problems;

Performs airport maintenance and repair including, but not limited to; carpentry, dry walling, painting, plumbing, motorized equipment, snow removal using necessary equipment, and performs general and routine maintenance on equipment;

Provide supervision to the class of Airport Maintenance Workers in the absence of Airport Maintenance Supervisor;

Monitors and addresses MSDS records, chemical containers, and piping labeling;

Operates numerous hand and power tools related to work being performed;

Performs building safety and security measures;

Operates and works in/on high lift equipment, heavy construction equipment used in maintenance services, ladders, scaffolding, bucket/pole truck, etc. while maintaining assigned airport systems
Attends training classes;
Custodial duties as required;
Generate purchase order requests, order and receive parts and supplies;
Performs all work duties and activities in accordance with Airport Commission policies, procedures, and safety practices;
Attends work regularly at the designated place and time;
Responsible for functions as listed in the Airport Emergency Plan, Airport Certification Manual, and Airport Security Plan;
Performs related work as required.

Required Knowledge and Abilities

Knowledge of effective methods and techniques of maintenance and repair of Airport facilities and equipment;
Knowledge/skill in properly utilizing the following equipment and tools: Multimeter; pneumatic calibration kit, electric arc and acetylene welding equipment, hand and power tools used in mechanical repair, plumbing, carpentry, and electrical repair, truck, industrial sweeper, tractor, end loader, forklift, high lift equipment, and personal protective equipment;
Knowledge/skill in troubleshooting difficult electrical/mechanical problems;
Ability to read and interpret electrical schematics and facility drawings;
Ability to plan, coordinate, implement, and complete work activities;
Ability to work in cooperatively and maintain effective working relationships to accomplish job responsibilities in a timely manner;
Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
Ability to operate a personal computer using program applications and appropriate to assigned duties and responsibilities;
Ingenuity and inventiveness in the performance of assigned tasks;
Ability to retain and apply training;
Through knowledge/skill in supervisory/employee relations.

Acceptable Experience and Training

Three years documented experience to establish competency in duties performed and use of required equipment and tools; and
Associate's Degree in a technical vocational specialty desired; or
Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Required Special Qualifications

Valid Iowa Commercial Driver's License (Class B) with appropriate endorsements;
Pass and maintain security background check as per Transportation Security Regulations;
Available for recall during non-duty hours for emergencies and other required duties.

Preferred Qualifications

Essential Physical Abilities

Requires the following with or without reasonable accommodation:
Sufficient clarity of speech and hearing, which permits the employee to communicate effectively;
Sufficient vision, which permits the employee to operate equipment and tools;
Sufficient manual dexterity, which permits the employee to operate equipment and tools;
Sufficient personal mobility, which permits the employee to operate equipment.

Position Description Approval