

AIRPORT MAINTAINER

GENERAL STATEMENT OF DUTIES: Performs manual and clerical work in the servicing and maintenance of buildings, grounds and equipment at a municipal airport; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving maintenance and servicing of airport facilities. The incumbents perform manual and clerical work in the servicing and maintenance of buildings, grounds and equipment at a municipal airport. The work is performed under the supervision of the Senior Airport Maintainer. Supervision of others is not normally a responsibility of the position. An Airport Maintainer does related work as required.

TYPICAL WORK ACTIVITIES:

- Performs general maintenance chores on hangars and runways;
- Undertakes and reports aviation weather observations;
- Operates and repairs various airport equipment including truck with lawn mower and snow plow attachments;
- Keeps records of transactions involving fuel sales;
- Repairs fences, doors and windows;
- Issues aviation notices;
- Pumps gas and collects monies or receipts, credit cards for same;
- Tows or hauls planes from hangar;
- Operates radio, giving advisory information on climatic conditions at airport;
- Does rough painting, carpentry and masonry work;
- Keeps records and activity reports.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:REQUIRES KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the common practices, tools, terminology and accident precautions of one of the standard trades; working knowledge of office terminology, procedures, and equipment; ability to accurately operate an alpha-numeric keyboard, however, speed is not a significant factor; ability to follow simple oral and written directions; willingness to do routine manual work; mechanical aptitude; manual dexterity; dependability; physical condition sufficient to perform the essential functions of the position.~~physical condition commensurate with the demands of the position.~~

MINIMUM QUALIFICATIONS: One year of satisfactory experience in airport, grounds or building maintenance.

SPECIAL REQUIREMENT: Possession and maintenance of an ~~valid NYS~~ appropriate driver's license at time of appointment.

CATTARAUGUS COUNTY CIVIL SERVICE

Non-competitive

Revised 11/04/02

Adopted: _____