

AIRPORT ENGINEER

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for overseeing the daily operations of the County airport, including weather observation, security, maintenance and snow removal. This employee will also have responsibility for some administrative tasks. Work is performed under general supervision with leeway for independently performing job duties. Supervision is exercised over the staff assigned to the airport.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Oversees daily operation of the Airport including weather observation, security, maintenance, and snow removal;

Conducts correspondence with the Federal Aviation Administration and other government agencies regarding airport operation, grants, regulations, etc;

Is responsible for reviewing airport inspection reports and program to insure prompt and accurate corrective action is taken to eliminate unsafe conditions at the airport;

Supervises the training of airport personnel for Crash-Fire-Rescue operations;

Carries out the policies and procedures set down by the Airport Manager;

Provides engineering services at the airport for energy conservation, planning airport development, administration of construction contracts, etc;

Supervises the operation, maintenance, repair and improvement of airport buildings including mechanical and electrical equipment;

Supervises the maintenance and repair of runways, taxiways, instrument landing system and airport lighting facilities;

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Supervises the operation, maintenance, and repair of trucks, tractors, mowers, and other equipment assigned to the airport.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: Good knowledge of the airport grounds, runways, and lights, buildings and equipment; good knowledge of rules and regulations of the FAA; ability to plan and supervise the work of others; ability to understand and supervise the administration of contract agreements relating to airport matters; ability to plan, layout and inspect the work of contractors; ability to prepare, read, and work from plans and specifications; mechanical aptitude; and alertness.

MINIMUM QUALIFICATIONS: Two (2) years of technical engineering experience that involve planning, designing and implementing projects.

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Last Reviewed:

Jurisdictional Class: Competitive

Public Hearing: N/A

NYS Civil Service Commission Approval: N/A

Put in Clasplan on 7/19/04

Revised in Classplan: 10/5/2022