



City of Casa Grande

### **Airport Maintenance Worker**

**GENERAL PURPOSE:** Under general supervision, performs skilled and semiskilled general labor, maintenance, fuel delivery and upkeep work in the City airport

#### **PRIMARY DUTIES AND RESPONSIBILITIES:**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Performs a variety of responsible airport equipment operation and manual labor tasks as assigned; works independently with little immediate supervision, and makes proper decisions using sound judgment.
- Pumps aviation fuels into aircraft, following proper safety procedures; performs cashiering duties associated with aviation fuel sales.
- Communicates with general public, hangar tenants and others in order to coordinate daily operations, special events and maintenance of airport grounds and buildings.
- Operates a variety of trucks and equipment in accordance with all safety regulations and procedures.
- Performs skilled and semiskilled maintenance and manual labor work.
- Assists in the maintenance and repair of airfield, roadways, structures and structural components, work areas and facilities.
- Performs routine building maintenance and custodial duties; maintains structures and equipment, and makes minor maintenance repairs.
- Inspects, cleans and performs routine maintenance work on trucks and equipment; identifies and reports mechanical problems requiring additional repair.
- Completes required daily logs and reports.
- Performs other duties as assigned or required.

**SUPERVISION EXERCISED:** None.

**JOB DESCRIPTION**  
**AirportMaintenanceWorker.doc**

**MINIMUM QUALIFICATIONS:**

**Education and Experience:**

High School diploma or GED equivalent, and one (1) year's related work experience.

**Necessary Knowledge, Skills and Abilities:**

- Knowledge of City policies and procedures.
- Knowledge of OSHA safety standards and safe work practices.
- Knowledge of tools, materials, equipment, techniques and procedures used in general aviation facility maintenance.
- Knowledge of policies and procedures involved in vehicle and equipment operation.
  
- Skill in performing a wide variety of semiskilled tasks in maintenance and repair of airport facilities and equipment.
- Skill in safe and efficient operation of trucks and equipment according to airport operating and safety procedures.
- Skill in reading and interpreting technical specifications for vehicles and equipment.
- Skill in following and effectively communicating verbal and written instructions.

**Special Requirements:** Possession of a valid Arizona Driver's License.

**Physical Demands / Work Environment:** Work is performed outdoors and in airport facilities.

*The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as needed.*