MONROE COUNTY

JOB DESCRIPTION

Position Title: AIRPORT MAINTENANCE TECHNICIAN		**Date**: 5-24-2010
Position Level: 6	**FLSA Status**: Nonexempt	6-31

GENERAL DESCRIPTION

Primary function is to maintain and repair all Airport facilities, including painting, roofing, plumbing, electrical, and landscaping.

KEY RESPONSIBILITIES

1. *Perform general and preventive maintenance on airport equipment to insure proper functioning.
2. *Perform daily inspections of airfield equipment including lights, signs, taxiways and other areas.
3. *Troubleshoot basic electrical and plumbing problems and repair as needed.
4. Check and maintain equipment to insure proper operation and safety.
5. Coordinates work with other members of the maintenance staff, and Airport Systems Technician.
6. Check and maintain tools periodically in order to ensure proper operation and safety.
7. *General maintenance of buildings and facilities as necessary.
8. *Must be able to obtain SIDA clearance, and other security requirements as required.

* Indicates an "essential" job function.

The information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

Position Title: AIRPORT MAINTENANCE TECHNICIAN		**Position Level**: 6

KEY JOB REQUIREMENTS	
Education:	High School Graduate or GED
Experience:	3-5 years
Impact of Actions:	Decisions and impact are limited to decisions and planning within a small work group or project team.
Complexity:	Varied: Work is complex and varied and requires the selection and application of technical and detailed guidelines. Problems are not easy to identify, but are similar to those seen before. Moderate analytic ability is needed to gather and interpret data where results/answers can be found after analysis of several facts. Solutions can often be found by using methods chosen before in other situations.
Decision Making:	Varied: Supervision is present to establish general objectives relative to a specific project, to outline the desired end product and to identify potential resources for assistance. Independent judgment is required to identify, select, and apply the most appropriate of available guidelines and procedures, interpret precedents, and adopt standard methods or practices to meet variations in facts and/or conditions.
Communication with Others:	Must speak, read, and write English. Requires regular contact wthin the department and with other departments, outside agencies and the general public, supplying or seeking information.
Managerial Skills:	Has responsibility or authority which is limited to the direction of temporary workers.
Working Conditions/ Physical Effort:	Work requires occasional physical exertion and/or muscular strain. Work involves several disagreeable elements and/or exposure to job hazards where there is some possibility of injury.
On Call Requirements:	On Call 24 hours a day to respond to emergencies at the Airport.
Other:	Florida Driver's License Class D.

APPROVALS

Department Head:

Name: PETER HORTON Signature: [signature] Date: 5-26-10

Division Director:

Name: _____ Signature: _____ Date: _____

Deputy *County Administrator*:

Name: Debbie Frederick Signature: [signature] Date: 5/27/10

On this date I have received a copy of my job description relating to my employment with Monroe County.

Name: _____ Signature: _____ Date: _____