



JOB DESCRIPTION

Airport Worker II

Date Prepared: January 2014

SUMMARY: Under basic supervision, performs a variety of skilled tasks in the maintenance and repair of airfield pavements, grounds, roads, facilities, buildings, equipment, and performs other related duties, as required.

ESSENTIAL FUNCTIONS: -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to, the following:*

- Operate a variety of equipment such as light trucks, front-end loaders, skip loaders, dump trucks, bobcats, tractors, mowers, and sweepers.
- Load, unload, place, and compact asphalt pavements.
- Dig out and patch damaged pavement and trenches by hand and via equipment; form, pour, and finish concrete.
- Perform debris removal; clean and maintain equipment operated.
- Operate emulsion sprayers, herbicide sprayers, and a vast variety of hand and power tools.
- Perform building, equipment, and facility maintenance and repairs; as well as painting and janitorial duties.
- Communicate with the Air Traffic Control Tower while operating on the Airport Operations Area.
- Oversee the work of part-time staff and court ordered community service workers; and perform related work, as required.

MINIMUM QUALIFICATIONS:

Education, Training and Experience Guidelines:

High school diploma OR GED equivalent AND two years of experience in public works construction and maintenance techniques. Applicants must possess experience relevant to the actual position.

Knowledge of:

- Practices, methods, tools, materials, hardware, and equipment utilized in the maintenance of an airport.
- Proper methods for working with asphalt, pavement breakers, herbicide, and emulsion sprayers.
- Occupational hazard prevention and safety precautions required in the public works field.

Skill in:

- Providing efficient customer service and communicating clearly and objectively both verbally and in writing.
- Organizing with the ability to prioritize work and exercise independent judgment, wisdom, common sense, and initiative.
- Thoroughly carrying out oral and written instructions.
- Using a vast array of hand and power tools.
- Safely operating light trucks, dump trucks, tractors, and similar equipment properly and with efficiency.
- Performing a variety of building, equipment, and facility repairs; routine and preventative maintenance; and understanding and facilitating verbal and written instructions.
- Maintaining tools and equipment operated.
- Establishing and maintaining effective working relationships with those contacted in the course of work, including City and other government officials, community groups, and the general public; and apply safe work practices.

LICENSE AND CERTIFICATION REQUIREMENTS:

- Possession of a valid California Class "B" driver's license.
- Must meet the requirements to obtain an airport identification badge with Airport Operations Area driving privileges.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed in a variety of environmental conditions, indoors and out, with exposure to wide temperature variations, noise vibrations, fumes, hazardous chemicals, grease, machinery and its moving parts, odors, dust, pollens, and grasses. Physical demands require bending, stooping, and frequently lifting moderately heavy objects. This position entails physically strenuous tasks on a continuing basis in a variety of environmental conditions. Must be able to lift and transport materials and supplies weighing up to 100 pounds on a continuing basis. Must be able to understand and follow verbal and written instructions. Incumbent may be required to respond to emergencies during regular duty hours, after regular duty hours, and on weekends. Must be willing to work an irregular schedule, which may include weekends, holidays, evenings, and/or varying hours.