**Airport Maintenance Technician**

**Grade: 4**

**FLSA: Non-Exempt**

**Date: 07/22**

**Job Summary:** Performs a wide range of tasks to facilitate the effective operations of the County’s transportation systems; performs other duties as assigned.

**Essential Functions:**

1. Maintains and repairs County Airport buildings and grounds;
2. Preferably a background in maintenance and repairs of commercial facilities in the trades of carpentry, painting, minor electrical, minor plumbing and HVAC filter changing.
3. May:

* repair, replace, install, and/or refinish flooring, partitions, desks, related hardware fixtures, and other equipment;
* repair and replace plumbing fixtures; install drains; lay pipes; clean traps; solder connections;
* inspect, maintain, and perform minor repairs on the heating and cooling systems in all County buildings;
* inspect and repair electrical systems;
* perform preventative maintenance and inspection of mechanical equipment;
* paint/waterproof walls and other building surfaces;
* move furniture when necessary;
* operate a County vehicle;
* order and keep stock of materials used
* cut airfield grass; to include maintenance of perimeter fence and weed control
* check airfield lighting and obstruction lights regularly;
* assist in Foreign Object Debris (FOD) collection on the Runway, Taxiway and ramps
* assist in maintaining county owned airport facilities;
* operate trucks, tractors, power equipment and tools;
* prepare for special county events
* perform snow removal on ramps, Taxiways and Runway

1. Performs other duties as assigned.

**Required Knowledge, Skills, and Abilities:**

1. Ability to gain working knowledge of St. Mary’s County Government policies and procedures;
2. Ability to effectively communicate with other staff and members of the public;
3. Ability to prioritize tasks in order of importance and urgency;
4. Ability to safely operate a motor vehicle and various types of equipment such as tractor,

power auger, blower, etc.;

1. Knowledge of safety regulations and established procedures for operating equipment as

well as for ensuring public safety;

1. Basic knowledge of machinery and vehicle maintenance
2. Ability to possess a valid Maryland drivers license;
3. Basic math skills.
4. Knowledge of mechanical work, electrical work, carpentry, painting, plumbing,

HVAC and masonry.

**Education and Experience:**

1. High school diploma or G.E.D.;
2. Three years or more of related experience;
3. Or equivalent technical training, education, and/or experience.

**Additional Information:**

1. Must successfully complete a pre-employment physical to determine ability to perform job-related functions;
2. Pass an extensive background investigation;
3. May be required to provide on-call emergency services.
4. Must possess a valid Maryland Driver’s License.

**Physical and Environmental Conditions:**

Work demands occasional strenuous effort. For example, handling of moderately heavy boxes, moderately heavy tools, equipment, or materials of 30 to 100 pounds in addition to driving vehicles/trucks/tractors.

Work may involve risks or discomforts which require special safety precautions, e.g., working around moving parts, constructions sites or machines. Employees may be required to use protective gear such as boots and gloves; ability to climb ladders, work in and around manholes and work on construction sites, may require working in adverse weather conditions.

The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

I certify that this is an accurate statement of the essential functions and responsibilities of this position.

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HR Representative Date

Your signature below indicates that you have received a copy of this position description.

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Employee’s Signature Date