

## AIRPORT OPERATIONS SPECIALIST

The City of Carlsbad is accepting applications for the position of Airport Operations Specialist. Performs a variety of airport operation and maintenance work at the Cavern City Air Terminal.

Maintains airport security by periodically patrolling airport facilities and monitoring incoming and outgoing vehicle traffic. Performs airfield and runway inspections and documents inspections in accordance to FAA standards.

Operates a variety of equipment used in the operation and maintenance of a municipal airport, including two-way radios, tractors, mowers, trucks, and ATV's. Maintains runways and general airport grounds by mowing, spraying weeds, and removing foreign object debris (F.O.D.) with various pieces of equipment.

Performs a variety of cleaning activities including vacuuming and scrubbing floors, sanitizing restrooms, and washing windows and equipment. Performs a variety of maintenance activities including changing light bulbs, painting, installing/repairing plumbing fixtures, and light carpentry.

Performs a variety of grounds keeping activities including mowing and edging lawns, trimming trees, and applying fertilizer.

Answers telephone and radio requests for a variety of information including weather conditions, airport location and services available.

Knowledge of basic security practices and procedures. Knowledge of general building and grounds maintenance practices. Knowledge of equipment and supplies used for cleaning work.

Ability to establish and maintain effective working relationships with other staff and the public. Ability to follow oral and written instructions. Ability to move objects weighing more than 20 pounds.

Skill in operating a variety of equipment used in the operation and maintenance of a municipal airport, including two-way radios.

Qualifications: Experience equivalent to one (1) year full-time general building and grounds maintenance work. Must possess, or obtain within 12 months of hire, and maintain a valid Public Applicator license issued by the State of New Mexico.

Must possess and maintain a valid State of New Mexico operator's license. Must have an excellent work history to include dependability and stability.

In addition to an excellent benefit package, starting hourly pay rate will be \$20.04.

Pay increase available for applicants with advanced educational degrees.

To be considered for this position apply at the City Municipal Building, 101 N. Halagueno or respond to City of Carlsbad, Personnel Department, P.O. Box 1569, Carlsbad, NM 88221. Applicants must include a City of Carlsbad employment application filled out completely. Resumes are not required, but may be included if desired. Applications accepted until the position is filled.

EOE M/F/V/D