

AIRCRAFT MAINTENANCE SUPERVISOR

CODES/PAY GRADE

Class Code: 4520

EEO Code: G

Pay Grade: 214

MAJOR FUNCTION

Highly skilled technical mechanical and supervisory work in the maintenance and repair of aircraft (rotor wing and/or fixed wing) and associated systems in accordance with manufacturers and FAA standards and requirements.

ILLUSTRATIVE DUTIES

(NOTE: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Supervises, plans, coordinates, and schedules the servicing, maintenance, and overhaul of all aircraft and associated systems. Supervises all aircraft shop work procedures. Coordinates scheduling, budgeting and supervision of contract vendors.

Ensures compliance with FAA aircraft maintenance regulations, aircraft manufacturers' bulletins and all required service procedures, and for log entries and records relative to all such requirements. Maintains FAA regulations and technical manuals.

Maintains inventory control of aircraft equipment, spares and supplies. Orders and issues spare parts (e.g. aerial insecticides, supplies, and fuel inventories.) Maintains all required records and submits necessary reports.

May supervise entire aircraft section physical plant facilities, tools, small equipment, tankers, and vehicles; and keeps all required records relative to these. May assist with vehicle maintenance.

May supervise and assign ground support personnel and coordinate their activities with the Operations Supervisor and/or the pilot in charge of each flight mission.

May assign operation ready aircraft and supporting equipment for aerial marsh inspection, larviciding, and adulticiding missions in coordination with Operations Supervisor.

Performs related work as required.

(Aircraft Maintenance Supervisor continued)

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the principles, methods, procedures, techniques, and FAA regulatory requirements and controls related to the maintenance, repair, and overhaul of fixed wing and/or rotor wing aircraft. Knowledge of the potential occupational hazards and safety precautions.

Depending on Department of assignment may require knowledge and problems of aerial application of adulticides, and FAA and DACS regulations relative to this activity. Knowledge of mosquito producing areas conducive to aerial inspection. Knowledge of the aerial use of pesticides.

Ability to repair, maintain, and overhaul all types of fixed wing and rotor wing aircraft utilized by the division/department/activity in compliance with Federal regulations and certification requirements. Ability to supervise work of other supervisory, skilled, and unskilled personnel. Ability to establish and maintain effective working relationship with peers, other supervisors, personnel, and the general public.

MINIMUM QUALIFICATIONS

Five (5) years experience as a certified aircraft mechanic. Possession of A & P Mechanic's License. Must meet all FAA Requirements. Depending on division /department/activity of assignment, may require possession of a valid Florida CDL class A with tanker designation within six (6) months of appointment.

Depending upon division/department/activity of assignment, may be required to obtain certification in Public Health Pest Control and in Aerial Application of Pesticides within six (6) months of appointment.

A comparable amount of education, training, or experience may be substituted for the minimum qualifications.

ADA REQUIREMENTS

Physical Demands: Heavy work. Ability to see, hear, walk, stand, crouch, bend, stoop, kneel, smell, climb, reach, handle; manual dexterity.

Environmental Demands: Outside work. Ability to tolerate inclement weather including heat, rain, humidity, cold. May have exposure to chemicals, pesticides, confined spaces, welder flash, grinding dust, hot engines and sandblasting.

Mental Demands: Ability to read and comprehend technical manuals and instructions; safety instructions, schematics; instructions, procedures, memos. Ability to perform shop math. Ability to write at a level to relay information, instructions, data, details and ideas. Ability to speak clearly and concisely to relay instructions, directions, details, and information.