



TAA HUMAN RESOURCES DEPARTMENT JOB ANNOUNCEMENT

Facilities Maintenance Specialist

About the Facilities Maintenance Specialist Position

The Tucson Airport Authority is looking for a qualified individual for the operation and maintenance of the structure of a variety of buildings and equipment at Tucson International Airport(TUS) and Ryan Airfield (RYN). The ideal candidate must have experience with boilers, chillers, cooling towers, electrical power/wiring distributions, generators, plumbing and drainage systems, bagging handling systems and much more.

Job Requirements

Candidate must have a high school diploma or equivalent; a minimum of two years' experience in facilities maintenance and repair. Experience in an airport is desirable.

Salary

Annual starting rate: \$37,960.00 - \$53,892.80

Depending on qualifications, the top of the range is reserved for ideal candidates who closely match TAA's business needs.

TAA Benefits

Arizona State Retirement System, choice of 3 Deferred Compensation Programs, Paid Vacation, Paid Sick Leave, 10 Paid Holidays choice of 2 Medical Plans, choice of 2 Dental Plans, Vision Insurance, TAA Paid Life/ AD&D Insurance, TAA Paid Short-Term Disability Insurance and Employee Paid Supplemental Life Insurance.

About the Tucson Airport Authority

The Tucson Airport Authority (TAA) is a unique nonprofit organization developed by business leaders, and created through Arizona state charter in 1948; it is certified to operate an airport system that consists of Tucson International Airport (TUS) and Ryan Airfield (RYN). In addition to serving general aviation and military users, TUS serves the commercial passenger and air cargo needs of metro Tucson, southern Arizona and northern Sonora, Mexico. RYN serves a general aviation reliever airport for TUS and is popular amongst transient pilots for recreational use.

Mission Statement: Promote aviation and foster economic development by strategically planning, developing and operating the most effective and efficient airport system in Southern Arizona.

The Airport System

Tucson International Airport (TUS) is a commercial service international airport serving air carrier, cargo, military users and general aviation operators. TUS serves over 3.5 million passengers annually. TUS, is about 8 miles south of the city's central business district, encompasses about 8,400 acres. The airport campus includes 130 building with nearly 2.5 million square feet of space, and about 60 tenants.

Ryan Airfield (RYN), is a general aviation reliever airport serving general aviation and military users. RYN is located about 12 miles west of Tucson, covers 1,800 acres and accommodates 30 tenants providing a wide variety of services for general aviation and military users.

How to Apply

Please visit the TAA website at www.flytucson.com to complete the online application. Questions regarding this position or the hiring process should be directed to Sharon Sutton in the Human Resources Department at 520-573-4882 or email at ssutton@flytucson.com.

Title: Facilities Maintenance Specialist

Reports To: Facilities Maintenance Supervisor

FLSA Code: Non-exempt

Grade: TMV

Approved: *[Signature]*

Approved: *[Signature]* 12/13/16

Distinguishing Characteristics:

Under minimal supervision is responsible for the operation and maintenance of the structure of a variety of buildings and equipment at Tucson International Airport (TUS) and Ryan Airfield (RYN), including, but not limited to boilers, chillers, cooling towers, electrical power/wiring distributions, air conditioners, pumps, softeners, evaporative coolers, water heaters, sewage ejector systems, sprinkler systems, generators, pneumatic systems, emergency generators, lighting systems, plumbing and drainage systems, baggage handling systems, roofing systems, and controllers.

Essential Functions:

The following functions and all other functions not included in this job description are to be performed in the best interest and for the greater good of TAA.

- Perform preventive, predictive, and corrective maintenance repairs on TAA facilities at TUS and RYN.
- Install/repair/maintain a variety of equipment and general maintenance functions throughout airport facilities at TUS and RYN.
- Inspect elevators/escalators for safe operation and notify appropriate contractor.
- Respond to requests for assistance from airport employees, the general public, and tenants, regarding maintenance problems, equipment malfunctions, and pest and bird control.
- Perform facility system troubleshooting and repairs.
- Read and understand blueprints and maintenance technical data.
- Clean job site daily or immediately upon completion of work using all available tools, equipment and personnel.
- Submit reports to supervisor on the repair and/or replacement of equipment.
- Perform daily inspections of the terminal, baggage alley, and other TAA facilities.
- Keep supervisor apprised of work being performed.
- Complete all work assignments in a timely and efficient manner.

- Research, locate, price and submit appropriate information regarding the purchase of necessary parts and tools.
- Ensure when performing jobs that all required materials and supplies are obtained to complete tasks in a timely and efficient manner.
- Maintain work records in accordance with department policies.

The above listed functions are not necessarily all the essential functions. Job duties and functions may be expanded or reduced by management based on future changing needs and job requirements.

Position Requirements:

A high school diploma or equivalent, and a minimum of two years' experience in facilities maintenance and repair; experience in an airport environment (preferably at a FAR Part 139 airport is desirable).

Required Knowledge, Skills and Abilities:

Knowledge of:

- Materials, means and methods of facility maintenance and repair.
- Equipment and tools used in the facility maintenance trades.
- The operations of computerized maintenance management system and work order processing.

Skill in:

- Organization, oral and written communication and critical thinking.
- Self-motivation and taking initiative to complete quality work that furthers the mission and goals of the department and TAA.

Ability to:

- Work assigned shifts, including day/evening/weekends/holidays, subject to overtime and on-call, as required.
- Work in high-noise environment; extreme seasonal weather, when necessary.
- Operate any airport vehicle or equipment, whether standard or automatic, pick-up trucks and forklifts.
- Perform tasks with a full range of bodily movements; lift/move large, bulky, heavy items including various equipment pieces, parts, ladders, doors, windows, and other items weighing a minimum of 50 lbs. with or without assistance, and/or using equipment designed for this purpose.
- Move, push, stand (for periods of two to three hours at a time), walk, reach, stretch, bend, kneel, twist, and crawl.
- Climb up and work off ladders, both step and extension, to go up on sky lifts to approximately 70' in the air.
- Obtain access and work in tight/confined spaces, such as ceilings, small crawl spaces, between walls, access panel doors and tunnels.
- Have hand dexterity to maintain a strong grip to hold objects firmly for extended periods of time (tools, equipment)

- Be sensitive and aware of actions and reactions of employees, tenants, and outside agencies, and inform supervisor of appropriate concerns.
- Interpret and analyze complex technical data and information for decision-making and reporting purposes, including decision-making in stressful situations.
- Remain focused and decisive in stressful situations; use sound and effective judgment.
- Communicate in English via telephone, radio, and cellular telephone, in a high noise environment, with sufficient clarity to be understood by others.
- Distinguish colors by a practical test in all lighting conditions, and identify fuel grade color code markings, and actual samples of various fuels.
- Hear and understand through both ears, sounds coming through a radio, a standard telephone receiver, or other outside sound sources.
- Read, write, and speak the English language in an articulate, fluent manner, ability to speak Spanish or another second language is helpful, but is not required.
- Perform tasks with a high degree of accuracy, maintain confidentiality, attention to detail, with mature judgment, function in compelling, high stress, fast-paced work environment, with deadlines and multiple projects.
- Initiate and organize responsibilities without supervision, and to take independent action relative to work problems requiring immediate solutions.
- Research information and organize data in meaningful form, make sound judgments, draw accurate conclusions, and make appropriate recommendations.
- Use a computer utilizing Microsoft office software, office machines.
- Establish and maintain effective and positive working relationships with department personnel, other TAA personnel, and outside agencies.
- Exercise effective customer service and public relations practices and procedures.
- Maintain discreet and professional sense of confidentiality; understand that dissemination of information outside of job requirements is based on "need-to-know" and will subject employee to loss of employment and/or criminal prosecution.
- Engage in self-improvement activities, and training as directed.
- Perform cross training within work environment.
- Understand own strengths and weaknesses; seek input from supervisor and peers about how to improve, and to focus on continuous self-improvement activities.

Licenses Certification; Special Requirements:

- Valid Arizona driver's license.
- Meet and maintain the ability to drive airport vehicles and obtain authorization to access the Non-Movement Area on the Air Operations Area.
- Must meet the requirements to obtain and maintain access to the Security Identification Display Area (SIDA).
- Pass an annual respirator fit test.

- Meet the requirement to have and maintain Forklift Certification within ninety (90) days after hire.
- Successfully complete the following training requirements within one (1) year of employment:
 - TPC Engineer's training course(s) in:
 - Reading Blueprints, Schematics and Symbols
 - Making Measurements
 - Health and Safety
 - Troubleshooting Skills
 - Understanding Electricity and Electronics
 - Introduction to Air Conditioning and Refrigeration
 - National Incident Management (NIMS)/Incident Command Structure (ICS) 100, 200, 700 and 800 certification(s).
- As an employee, you are deemed to be essential personnel as part of TAA's emergency response, and must respond to airport incidents as requested/required.