



## **JOB DESCRIPTION**

**Position:** Airport Maintenance Technician - FT

**Department:** Operations and Maintenance

**Date Approved:** 3/29/2018

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### **OBJECTIVE:**

Perform maintenance work on Chicago Executive Airport infrastructure and facilities as directed.

### **RELATIONSHIPS:**

Reports to the Airport Maintenance Supervisor.

Has no supervisory responsibilities.

### **RESPONSIBILITIES:**

Participate in construction, repair and renovation projects to include grounds, electrical, mechanical, painting, woodworking, concrete, asphalt, plumbing, and others as may be required by supervisory personnel.

Maintain lawns, grounds, gardens and other landscape areas.

Participate in airfield and shop cleanup and trash policing activities.

Operate motorized equipment, ranging from light lawn and garden equipment to heavy construction and snow removal equipment as directed. Snow removal operations are an essential job function and occur in a 24/7 environment.

Perform maintenance on all types of equipment and vehicles.

Know and understand all emergency procedures that have become policy for the Airport and review as necessary.

Assist in after-hours airport incidents and emergencies.

Know the hazards and safety precautions applicable to work and vehicle operations in the vicinity of airport runways, taxiways, ramps and aprons.

Participates in daily airfield inspections on an rotating on-call basis.

Perform other duties as required or assigned.

**REQUIREMENTS:**

**1. Education**

- a. High School education required.
- b. Any ASE Certifications are highly desirable.
- c. Vocational training in mechanical areas highly desirable.
- d. Ability to read and understand instructions.

**2. Experience**

- a. Some previous experience in electrical system maintenance or construction work desirable.
- b. Snow removal experience is highly desirable.
- c. Good mechanical aptitude.
- d. Ability to lift up to 50lbs, bend frequently, squat, climb stairs and ladders, reach above shoulder level, and kneel.
- e. Ability to work in a variety of temperatures.
- f. Ability to communicate effectively.
- g. Ability to operate or learn to operate various types maintenance equipment.
- h. React quickly, physically and mentally, in response to unexpected events and/or emergencies.
- i. Possession of a valid motor vehicle operator's license as issued by the Illinois Secretary of State
- j. Ability to work different shifts or overtime as directed. This is a 24/7/365 position.
- k. One of the essential functions of this position is the ability to get along with co-workers, superiors, and the general public.
- l. Work Mandatory Overtime during the winter months and Airport Special Events.

Email resume to [jobs@chiexec.com](mailto:jobs@chiexec.com).