

Airport Maintenance Mechanic Operator I

Reports to: Airport Manager

Department: Smithers Regional Airport

Classification: Union

Main Purpose & Function:

Reporting to the Airport Manager, the Airport Maintenance Mechanic Operator I provides monitoring, maintenance, and repair functions for the airport runway, roadways, grounds, building, equipment, sewer, and water.

Major Accountabilities:

2. Provide airport inspections, maintenance, and repair functions that could include runway condition reporting, aerodrome inspections, electrical lighting, and airfield lighting. Perform facilities and grounds maintenance and repairs.
3. Provide a variety of maintenance and mechanical repairs to airport equipment including sweepers, blowers, trucks, and lawn maintenance tractors and mowers.
4. Operate various equipment such as snowplows and sweeper combination units lawn tractors and mowers.
5. Provide a high level of customer service to both internal and external contacts.
6. Issue Notice to Airmen (NOTAMS) and voice advisory to pilots and tower, escort Airside Vehicle Operator's Permit (AVOP) contractor and provide site safety brief, security orientation, and monitoring.
7. Practice effective health and safety, security and risk management policies and procedures, and report problems to the supervisor.
8. Practice due diligence working with high-voltage electrical systems. Create and maintain maintenance records of mechanical, electrical, and other repairs.
9. Must manage on-call phone for at least one (1) week per month.
10. May be required to perform other related duties as required and participate in the Emergency Operations Centre as and when required.

Qualifications:

- High School Diploma or equivalent.
- One year of experience in airport equipment service, some heavy-duty mechanical preventative maintenance and repairs, some welding, or an equivalent combination of education, training, and experience.
- Valid BC Driver's License, Class 3 with Air Endorsement.
- Level 1 First Aid.

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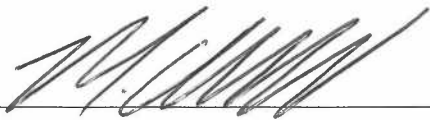
- The following certifications, licenses, and permits are required:
 - Workplace Hazardous Materials Information System (WHMIS) certification.
 - Possession and Acquisition License (P.A.L.).
 - Transportation of Dangerous Goods certification.
 - Restricted Radio Operators certification.
 - Aerodrome Standards and Recommended Practices (TP312) certification.
 - Human and Organizational Factors certification.
 - Instructional Techniques for Airfield Maintenance certification.
 - The possession or ability to possess an Airside Vehicle Operators permit and Restricted Radio Operator permit.
 - Incident Command System Level 100 (EMRG-1200).
 - Bird and Wildlife Management Training.
 - Runway Condition Reporting (AMSCR).

Other Requirements:

- Emergency management knowledge and runway condition reporting experience.
- General knowledge of Microsoft Office Suite.
- Ability to create and process documentation regarding safety hazards and mechanical repairs and to provide instruction regarding site safety and security to the public and contractors.
- Ability to document airside repairs and callouts for future invoicing and accident investigations
- Able to establish and maintain effective working relationships.
- Ability to provide clear, concise communication, both oral and written.

Approved by:

Agreed to:



Town of Smithers

Employee Signoff

September 9, 2024

Date

Date