

Jurisdictional Class: PJC (Pending Jurisdictional Classification)

Adopted: March 20, 2025

AIRPORT MAINTENANCE WORKER III

DISTINGUISHING FEATURES OF THE CLASS: This work involves the operative and routine maintenance of motor and some heavy equipment in keeping runways, ramps and service areas free from safety hazards. The incumbent is responsible for evaluating field conditions and filing NOTAMS with the flight service station as appropriate. As working crew leader, an incumbent may lead a small crew of maintenance workers and is on call as assigned by the Airport Director, Deputy Airport Director or Airport Maintenance Coordinator to lead in and participate in emergency and snow removal operations and to ensure completion of all other duties as assigned. Supervision may be exercised over the work of assigned crews. Also, employees in this class assist and are members of the Airport Crash-Fire Rescue Team and operate equipment for airport crash/fire/rescue protection. This position differs from the Airport Maintenance Worker II position in that the incumbent is also responsible for routine and preventative maintenance and skilled repair of motor equipment. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Leads and participates in the inspection of runways, taxiways and ramps for dangerous hazards such as holes, cracks, stones, and particles of snow and ice;
Leads and participates in the operation of dump trucks, tractors and mowers, sweepers, sanders, snow removal equipment, and other motor and heavy equipment;
Performs skilled operations in the repair of motor equipment including but not limited to installing new clutches, repairing electrical wiring, and repairing brakes;
Performs routine and/or preventative maintenance of motor equipment;
Leads in and performs routing carpentry, painting, plumbing, heating, and electrical work;
Acts as working crew leader by leading and participating with a small crew of maintenance workers on individual repair, construction, and maintenance projects;
Leads and participates in routine grounds keeping work such as mowing grass, trimming trees and shrubs, and seeding;
Conducts regular inspections of airfield runways and taxiways for safety and security purposes;
Makes recommendations for NOTAMS and may, under direction, issue NOTAMS for airfield, as necessary;
Assists the Airport Maintenance Coordinator in ensuring all necessary operational, maintenance, and safety training programs are completed and all documents and records are updated for all Airport Maintenance Workers and Laborers;
Completes required related reports such as inspection reports, etc.;
Assists and is a member of the Airport Crash-Fire Rescue Team.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Good knowledge of the practices, tools, and materials used in large-scale general maintenance and repair of airport facilities and equipment;
Good knowledge of motor equipment repair methods and the terminology and tools of the trade;
Ability to operate and maintain motor and heavy equipment used in airport maintenance work;
Ability to understand and follow oral and written instructions;
Ability to plan and supervise the work of others;
Skill in the use of hand tools and machinery used in keeping airport buildings, equipment, and roadways in good repair;
Skill in at least one of the mechanical or constructive trades or in motor equipment operation;
Sound judgment.

Airport Maintenance Worker III

MINIMUM QUALIFICATIONS: Either:

- (a) Five (5) years of experience in either buildings and grounds maintenance activities or building trades work in one or more of the standard trades such as carpentry, electrical, plumbing, etc., and one (1) year of experience involving the operation and maintenance of specialized or heavy motor equipment; or
- (b) Two (2) years of experience as an Airport Maintenance Worker II; or
- (c) An equivalent combination of experience and training as outlined by the limits of (a) and (b) above.

SPECIAL REQUIREMENTS:

Eligibility for an appropriate level New York State driver's license at time of application; possession of license at time of appointment.

Applicants must undergo a fingerprint-based (CHRC) criminal history background check that does not disclose that he or she has a disqualifying criminal offense within the previous ten (10) years.