

SARASOTA MANATEE AIRPORT AUTHORITY JOB OPPORTUNITY ANNOUNCEMENT



MAINTENANCE TECHNICIAN FACILITIES Full Time, Non-Exempt

Starting Salary Range: \$27,069 - \$31,129
Salary Grade Range: \$27,069 - \$40,603

Posting Date: 9-7-17
Closing Date: Open Until Filled

Under direct supervision, performs general labor and maintenance of Airport facilities and equipment. Performs manual labor in a variety of construction and maintenance functions.

MINIMUM QUALIFICATIONS: High School Diploma or GED.

PREFERRED QUALIFICATIONS: Two years' experience working in a maintenance department, **preferred**.

LICENSES & CERTIFICATIONS: Valid Florida Driver's License.

TO APPLY FOR THIS POSITION, PLEASE FOLLOW THE INSTRUCTIONS LISTED BELOW.

1. Applicants desiring to be considered for this position should apply directly with the Sarasota-Manatee Airport Authority by visiting our website @www.srq-airport.com; or, calling 941-359-2770 ext 4212 or ext 4231.

Return your completed SMAA application to the address shown on the signature page of the application form; OR fax it to 941-359-5024; OR email it to application@srq-airport.com. Only Sarasota Manatee Airport Authority (SMAA) application forms will be accepted.
2. Minimum qualifications must be met by the closing date in order to be considered eligible for the position. Resumes may be submitted as supplements, but cannot be accepted in lieu of an application. Applications and resumes are subject to disclosure under the Florida Sunshine Law.
3. Veterans' Preference documentation, reference names, etc. must be submitted at the time of application. In accordance with the Immigration Reform and Control Act, appropriate identification documents verifying eligibility for employment will be required for the applicant who is hired.
4. The Sarasota Manatee Airport Authority participates in E-Verify. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States.
5. Your application will not be considered unless complete answers are provided to all questions on the application.
6. The Airport Authority's Drug-Free Workplace Program requires that applicants take and pass a drug/nicotine test prior to being hired.



**SARASOTA MANATEE AIRPORT AUTHORITY
JOB CLASS SPECIFICATION**

Job Code: 5078
Date Approved: 10/16
Grade: 20

JOB TITLE: Maintenance Technician
REPORTS TO: Facilities Airside, Landscape or Trades Supervisor
DEPARTMENT: Facilities
FLSA STATUS: Non-Exempt

JOB SUMMARY

Under direct supervision, performs general labor and maintenance of Airport facilities and equipment. Performs manual labor in a variety of construction and maintenance functions.

JOB RESPONSIBILITIES

Essential Job Responsibilities:

Performs general maintenance work including, but not limited to concrete work, carpentry work, drywall, painting, tile work, wallpaper and ceiling tile replacement, plumbing and irrigation repairs, installation and replacement of door locks and hardware.

Repairs and performs preventive maintenance on Airport equipment, baggage conveyor systems, passenger loading bridges, automatic entrance doors, and security gate mechanisms.

Cuts grass, checks equipment for fluid levels, and cleans and maintains equipment.

Paints runway, taxiway, and ramp.

Repair fence, fills holes including paved areas.

Performs heavy landscape work.

Cleans ramp, parking lots, runway, and taxiway.

Fills washouts and plants sod.

Other Related Responsibilities:

Although usually assigned to one area, cross-trains with and assists other facilities personnel on an as needed basis.

MATERIALS AND EQUIPMENT USED

Hammer, screwdrivers, paint brush, power and hand drills, saws, shovels, wrenches, pumps, sanders, levels, trucks, mowers, roller, chainsaw, and sweeper.

QUALIFICATIONS REQUIRED

Where "preferred" is indicated, the qualification is not essential.

Education and Experience:

High School Diploma or GED.

Two years' experience working in a maintenance department, **preferred**.

Licenses and Certifications:

Valid Florida License with a good driving record.

Knowledge, Skills, and Abilities:

Knowledge of principles, practices, and methods of basic maintenance.

Knowledge of potential safety hazards and related safety precautions.

Knowledge of ground maintenance and equipment maintenance.

Skill in the use of hand and power tools.

Ability to perform routine and physical work.

Ability to understand and interpret oral and written instructions.

Ability to develop and maintain effective working relationships with superiors and fellow employees.

Ability to read and comprehend plans and specifications, **preferred**.

Physical Requirements:

The Maintenance Technician must be physically fit in order to perform manual labor. Physical work is performed both outside and indoors in all weather conditions for extended periods of time. Day and night shift work schedules are required.

Mental Requirements:

A Maintenance Technician performs general maintenance of Airport facilities, grounds and equipment. The Maintenance Technician works wherever he/she is needed and in all kinds of weather conditions. Accordingly, individual must be able to work with and understand instructions from various people and change work direction quickly.

Environmental Requirements:

The majority of a Maintenance Technician work day is spent working in a hands-on capacity on a variety of projects requiring labor outside and indoors in all types of weather conditions for extended periods of time. Physical work is continuous. Day and night shift work schedules are required.

Summary Clause:

The duties and responsibilities listed in this job class specification are intended only as illustrations of the various duties to be performed, and are not all inclusive. The omission of other specific duties does not exclude them from being performed by the Maintenance Technician if the duties are similar, related, or a logical assignment to the position. This job class specification does not constitute an employment contract between SMAA and the Maintenance Technician and is subject to change at the discretion of the Airport Authority.

This Class Specification should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description, but which are commensurate with similar levels of responsibility. ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.

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Physical/Mental Requirements

Job Title: Maintenance Technician

Job Code: 5078

Date: 10/16

Physical/Mental	Percentage of Time			
	Continuous 67-100%	Frequently 34-66%	Occasionally 1-33%	Infrequent - less than once a day
Standing		X		
Sitting		X		
Walking		X		
Lifting		X		
1-10 lbs.		X		
11-20 lbs.		X		
21-35 lbs.		X		
36-50 lbs.			X	
over 50 lbs.				X
Carrying		X		
Reaching		X		
Climbing		X		
Driving		X		
Written Communication			X	
Oral Communication		X		
Reading			X	
Hand Dexterity	X			
Reasoning		X		
Decision Making		X		
Analyzing		X		
Sensory	X			
Sight	X			
Noise Exposure	X			

The mental and physical aspects shown with an "x" relate to this specific position, and have been identified for ADA compliance purposes only. This information shall not be used to determine salary grades, nor shall it be used to make comparisons with other positions.



SARASOTA MANATEE AIRPORT AUTHORITY

SUMMARY OF BENEFITS Full Time Employees

Employer Paid Benefits:	Waiting Period
Employee & Dependent Medical Insurance SMAA offers two Blue Cross/Blue Shield medical plans - A Low Option PPO Plan and an HSA/HDHP. 100% of employee premium is paid by SMAA and the employee contributes toward the chosen dependent coverage.	The first day of the month following your 30 day waiting period
Employee & Dependent Dental Insurance SMAA pays 100% of employee and dependent coverage under Florida Combined Life Insurance Company, a subsidiary of Blue Cross/Blue Shield.	The first day of the month following your 30 day waiting period
Employee & Dependent Life Insurance (100% paid by SMAA – employee is insured for 2x annual salary up to \$100,000; spouse is insured for \$5,000; dependent is insured for \$2,500)	The first day of the month following your 30 day waiting period
Travel Insurance	Immediate
Employee Assistance Program	Immediate
Short-Term Disability (100% paid by SMAA)	1 year
Sick-Time	90 days
Vacation Leave	6 months
Retirement Plan (A 401 plan administered by the Principal Financial Group)	6 months
Reimbursement for Continuing Education	6 months
Floating Holidays	6 months
National Holidays	Immediate
Special Discount Programs (Varies)	Immediate
Voluntary/Optional Benefits:	Waiting Period
Pre-Paid Legal Plan (Voluntary – payroll deduction)	Immediate
Deferred Compensation Plan (Voluntary – payroll deduction)	90 days
Group Term Life, Supplemental Medical, and Long Term Disability Insurance (Voluntary – payroll deduction)	The first day of the month following your 30 day waiting period