Department: Airport Maintenance

Job Title: Facilities Technician Supervisor

Salary Range: $17.00 - $20.00 per hour Non-exempt. Full-Time

Hours: Monday – Friday 8:00 a.m. – 5:00 p.m. Occasional evening and weekend shifts required.

(Will be on-call after hours to respond to emergencies)

This position is considered Essential to the Operation of the Airport. Extended hours may be required to serve the needs of the Columbus Airport beyond regular business hours during holidays, weekends, Airport Emergencies, Government-issued states of emergency, weather events, public health emergencies, and/or pandemics. Temporary duties outside of regularly assigned job may be required to fill the needs of the Columbus Airport.

Minimum Qualifications:

- Versatile and experienced Maintenance Technician with at least 3 (three) years’ experience performing a variety of maintenance duties under direct supervision.
- One (1) year experience supervising, leading, and training direct report employees.
- High School Diploma or G.E.D. is required. Some college or trade school training and certification is preferred.
- Journeyman skill level in welding and sheet metal fabrication as well as a high proficiency level in at least one of the following trades: HVAC, plumbing, residential and light industrial electrician, carpentry, roofing, and roof repair.
- Strong mechanical aptitude and demonstrated ability to diagnose, troubleshoot, and repair a variety of facilities and building-related issues.

Preferred Qualifications:

All Minimum Qualifications plus welding, HVAC certification, EPA 608 certification, five (5) years’ experience as a Facilities Technician, Industrial Maintenance Technician, Apartment/Hotel Maintenance Technician, or any combination of the above. Three (3) years’ experience supervising, leading, and training direct report employees.

Responsibilities:

This is a skilled position that requires attention to detail, flexibility, a strong personal work ethic, the ability to work in inclement weather, including extreme heat, cold, wind, rain, and snow. Must be able to climb stairs and ladders, bend squat, stoop, reach overhead, push, pull for extended periods of time. Must be capable of lifting at least 75 lbs. This position will operate a variety of hand tools, power tools, equipment, machinery, and vehicles. This position performs work both indoors and outdoors and will complete assignments in extreme weather conditions. This position has Supervisory and Budgetary responsibilities. This position reports directly to the Airport Maintenance Manager.

Primary Duties:

- Performs a variety of building and structural repairs such as, but not limited to, ceiling and floor tile, concrete, doors, locks, windows, roofs, and metal building and rolling door components, repairs a variety of plumbing issue, repairs a variety of electrical issues, HVAC issues, painting, drywall repair,
- Will be responsible but not limited to, for all phases of facility maintenance, performing quarterly inspections, scheduling, opening and completing work orders, conducting and documenting all preventive maintenance of the Columbus Airport Terminal, Tenant buildings, FBO, ARFF/CRASH Station, hangars, equipment and vehicles daily checks, and all other Commission owned facilities.
- Will serve as the primary, emergency, and after-hours emergency contact and for all facilities and hangar related issues.
• Will order supplies and tools needed to make repairs on hangars and facilities or make recommendations to contract work out when required due to inexperience and time constraints with the Airport Maintenance Manager’s approval.
• Will monitor spending and comply with budget limitations set by the Airport Maintenance Manager.
• Will coordinate and update the Airport Maintenance Manager on hangar and facility prioritization and work order completions per required intervals, i.e. daily, weekly, monthly.
• Will train, mentor, lead and hold accountable facilities technicians. Will set and monitor expectations periodically and monitor progress of subordinates.
• Will professionally interact and provide progress reports to tenants and other departmental employees.

Additional Duties

• Will supervise and escort contractors, vendors, and escort/supervise probationary community service volunteers
• May be called on to assist other team members within the Maintenance Department or assist other Airport departmental employees during critical staffing or emergencies.
• Will be included in the on-call schedule for Essential Personnel.
• Performs other duties as required and assigned.

Skills and Qualifications:

• Three years of related experience or any combination of education, training, and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.
• One year experience directly supervising, leading, mentoring and developing subordinates.
• Will be required to work on roofs, catwalks, and genie lift/bucket trucks to perform repairs.
• Must be comfortable and medically able to work at heights up to 70’.
• Must be comfortable and able to work within confined spaces without restrictions and/or limitations.
• Must be comfortable to climb stairs and ladders, lift at least 50 pounds, and can work while squatting, bending, stooping, reaching, pushing and pulling.
• Will work in extreme and inclement weather when required.
• Thorough knowledge of preventive and reactive maintenance of all types of facilities and hangar maintenance.
• Ability to read, comprehend, understand, and comply with oral and written instructions and follow and understand local, state, and federal laws.
• Ability to perform two-way communications effectively and safely with air traffic controllers and pilots using FAA approved phonetic alphabet, terminology, and language.

Education and Experience:

• Three years prior experience in related fields is required.
• High School Diploma or GED is required.

Licenses and Certifications:

• Georgia or Alabama State Driver’s License and clean MVR. Ability to be an insured driver for the Airport. (REQUIRED)
• Welder certification (highly preferred)
• HVAC certification (preferred)
• EPA 608 certification (preferred)
Travel Required:

Minimal Travel is required for this position.

The Columbus Airport is a drug-free work environment. Prior to final offer of employment, the selected individual will be required to undergo a comprehensive background check and drug screening.

I have read and understood the scope of duties and responsibilities required of me in this position.

______________________________________________                              ________________________
Employee Signature                              Date