Airport Operations Specialist –
Airside Operations
COA091433

Duties: Implements airport self-inspection program, researches regulations and other requirements, investigates incidents, and writes reports, conducts training, conducts escorts of contractors and visitors, monitors ramp activity, updates Airport Operations Data Base/Resource Management System (AODB/RMS)
including; aircraft movements, on/off block times and managing day-to-day changes in ticket counters, monitoring and changing Flight Information Data System.

Attributes:
-Ability to apply knowledge, interpret regulations and explain best practices, demonstrate procedures to others in the field or as an instructor in the classroom
-Ability to multi task and make sound decisions quickly under extreme pressure without supervision
-Skill and ability to apply leadership techniques and principles
-Skill in using computers, Microsoft Office and specialized software.

We strive in our vision to be the gateway to the world for all – the AUS way every day. Visit our website at www.austincityjobs.org (to apply) and www.austintexas.gov/airport for more information. We offer a competitive salary, a complete benefits package, and free parking.

QUALIFICATIONS:

- Graduation with a Bachelor's degree from an accredited college or university with major coursework in Criminal Justice, Aviation Management, Airway Science, Public Administration, Business Administration, or related field.
  OR
- Four (4) years of experience in the U.S. Military Services, peace officer, airport operations, or other security related field.
- Any combination of the above

Licenses or Certifications:

- Valid Texas Class "C" Driver's License
- Must be able to pass a criminal background check and obtain and maintain federally mandated security clearances required to work at an airport.

POSTING CLOSES ON 04/22/2024