



Position Title: Laneside Operations Officer 1 (Aviation)

Job Opening Number: 97109

Salary: MIN \$44,599.43 - MAX \$82,113.75 Annually

Advertisement Dates: October 20, 2025 – November 10, 2025

Minimum Qualifications

High school Diploma or GED. Must possess a Driver license. One year of experience working in direct contact with the general public is required. Must work rotating shifts, weekends, and holidays. Duties require working in a noisy environment without air-conditioning. Applicants qualifying for employment with the Miami-Dade Aviation Department will be subject to extensive security screening, including but not limited to fingerprint checks, employment verification, and other such procedures as may be mandated by federal law. The security clearance required by federal law is a continuing condition of employment.

Airport Security

Applicants qualifying for employment with the Miami-Dade Aviation Department will be subject to extensive security screening, including but not limited to fingerprint checks, employment verification, and other such procedures as may be mandated by federal law. The security clearance required by federal law is a continuing condition of employment.

THIS IS A TESTED POSITION. The written examination will evaluate the ability to follow written instructions, report writing, map reading, written communication and public relations techniques. Applicants must apply online at www.miamidade.gov from Monday, October 20, 2025 through Monday, November 10, 2025.

Applications must be completed and submitted by 11:59 p.m. on the closing date. You will receive an automatic email once you have submitted your application successfully. If you do not receive the auto-generated email, your application has not been submitted.

APPLICANTS MUST ACCESS the Test Notification System via <http://www.miamidade.gov/tns/> ON MONDAY, NOVEMBER 24, 2025, FOR THE DATE, TIME AND LOCATION OF THE WRITTEN EXAMINATION.

ONLY THOSE APPLICANTS SCREENED ELIGIBLE WILL BE SCHEDULED TO TAKE THE EXAMINATION.

Doors to the test facility will close promptly at the time indicated. No one will be admitted after the doors to the test facility have been closed.

APPLICANTS MUST ACCESS <http://www.miamidade.gov/tns/> ON THURSDAY, JANUARY 15, 2026, FOR TEST RESULTS.

REQUIRED DOCUMENTS/ITEMS to be admitted to the exam:

BRING PHOTO IDENTIFICATION (i.e. Valid Driver License)

BRING YOUR OWN PENCILS.

NO CELLULAR PHONES OR ANY OTHER ELECTRONIC DEVICES WILL BE PERMITTED IN THE TEST FACILITY.

Seniority points will be added to the score of Miami-Dade County employees qualifying on the competitive examination at the rate of 1/2 (.50) point per year of continuous, full-time service in the County service to a maximum credit of ten years or five points.

Applicants claiming veterans' preference must provide the required information in the Veterans' Preference section of the employment application, prove eligibility, and request the preference within the specified time period. In accordance with Florida Statutes, Veterans' Preference documents must be submitted on time.

Copies of your documents must be received by Human Resources no later than Tuesday, November 18, 2025. Copies should be marked to show the job posting number and classification for which you are claiming preference. Veterans' Preference documents may be submitted in one of the following ways: Email to vets@miamidade.gov, fax to (305) 679-VETS (7545), or mail or hand-deliver to Miami-Dade County, Human Resources, Recruitment, Compensation and Testing Division, Veteran Preference Coordinator, 111 NW 1 Street, Suite 2110, Miami, FL 33128-1906.

Apply online by **November 10, 2025** at www.miamidade.gov/jobs, using Job Opening Number 97109 .