Airport Operations Specialist – Sioux Falls Regional Airport

Byline:

The Sioux Falls Regional Airport is growing its Operations Department and is looking for Operations Specialists. This position is responsible for ensuring the Airport meets all required federal, state, and local regulations, including those set forth by the FAA and TSA.

Job Description:

Position Summary

This position monitors the airport's day-to-day airside and landside operations, including the airfield, buildings, tenants, and users. Airport Operations Specialists are responsible for ensuring the airport stays in compliance with FAA and TSA regulations by performing various inspections, documenting unsafe or abnormal conditions, and responding to incidents at the airport.

Duties Include:

- Perform and document all required Part 139 inspections and ensure the Airport's compliance with Part 139 and the Airport Certification Manual including daily, special, periodic, wildlife, and construction inspections
- Complete a daily checklist of required items and log completed tasks
- Respond to airfield incidents and emergencies
- Issue work orders and relevant NOTAMs for unsafe or abnormal conditions in both airside and landside environments
- Inspect completed work and work orders for accuracy
- Perform wildlife mitigation activities including hazing and depredation as necessary with guidance and support from the Airport's wildlife biologist
- Communicate with ATCT, SDANG, airlines, and other stakeholders regarding any issues on the airfield that may affect operations
- Performs required Part 1542 inspections and ensures the airport's compliance with TSR 1542 and the Airport Security Plan including performing vehicle inspections, conducting perimeter fence inspections, reviewing/monitoring CCTV, and responding to security alarms.
- Conducts inspections and assists with compliance of the Airport's Stormwater Pollution Prevention Plan and relevant environmental and discharge permits
- Assist with the implementation and use of the Airport's Safety Management System (SMS) program
- Provide excellent customer service and assist the general public, tenants, and other Airport staff
- Use professional and courteous verbal and written communication
- Conduct security inspections of the airport's parking lots, buildings, and perimeter fencing
- Conduct snow removal operations including the operation of snow removal equipment (including but not limited to loaders, skid steers, sweepers, plows, rotary plows, and friction measuring equipment)
- Conduct grass mowing operations in both airside and landside areas
- Assist the Operations Administrator with IT-related issues as needed
- Other duties as assigned

Requirements

- Bachelor's Degree, preferably in Aviation Management, Airport Management, or similar. One year of practical, real-world experience may substitute for each year of study towards a Bachelor's Degree
- Good English language skills, including speaking, spelling, punctuation, and grammar. Must be able to prepare and deliver effective oral and written reports and presentations; work in a group setting; and maintain working relationships with airport tenants, employees, and the general public.
- Working knowledge of the Microsoft Office Suite
- Must be able to work outside in all weather conditions with exposure to high noise levels
- Must possess or be able to obtain within 30 days of hire a valid state driver's license and must possess a valid Class B driver's license within 180 days of hire
- Must pass a fingerprint-based CHRC and STA
- One year or more of hands-on airport operations experience, preferably at a commercial service airport, is preferred but not required

Work Schedule

Operations Specialists cover a 24-hour schedule which includes holidays, nights, and weekend work. Applicants must be able and willing to work any and all shifts, including overtime during inclement weather, airfield emergencies, and/or to cover shifts for co-workers.

Pay Rate

Starting at $27.93/hr.