
Auburn University Job Description

Job Title: **Tech III, Airport Line Service**

Grade TR10 \$34,400 - \$48,200

Job Code: **EG32**

FLSA status: Non-exempt

Job Family: Transportation

Job Function:

Job Summary

The Tech III, Airport Line Service (Tech, Airport Ground Support Equipment) services aircraft, conducts airport grounds maintenance, and maintains ground support equipment for the airport's fixed base operator (FBO). Responsible for maintaining airport equipment, grounds, and facilities. Operates and maintains airport ground support equipment, such as aircraft tugs, ground power unit (GPU), lavatory service cart, de-icing cart, forklift, golf cart, UTV, and airport shuttles and vehicles. Renders grounds maintenance, such as mowing, cutting trees and brush, applying herbicide, and repairing airport lighting fixtures and associated components. As a member of the airport's line crew, the Technician refuels a large spectrum of piston and turbine engine aircraft, operates both aviation gasoline and jet-a fuel trucks, conducts fuel quality control testing, assists in receiving fuel loads, and manages the airport's fuel inventory. Conducts daily inspections of the airport's surface and reports any deficiencies to management, as per the airport's self-inspection program.

Essential Functions

1. Performs routine maintenance tasks, inspections, and repairs on aircraft, ground support equipment, and various airport facilities such as airport grounds, runways, and taxiways to ensure their safe and efficient operation.
 2. Performs general maintenance on airport equipment including tugs, power units, carts, forklifts, and shuttles and vehicles such as oil changes, fluid replenishment, and component inspections, to prevent breakdowns and ensure equipment longevity.
 3. Conducts airport grounds maintenance, including mowing, tree and brush cutting, and repairing lighting fixtures to ensure a well-maintained and safe environment.
 4. Refuels a wide range of piston and turbine engine aircraft using aviation gasoline and jet-a fuel trucks. Conducts fuel quality control tests to ensure compliance with safety standards. Maintains accurate records of fuel inventory levels.
 5. Assists with marshalling aircraft into parking spots and maintaining the airport apron environment. Assists Line Service Supervisor and Operations Manager in apron safety management during special events.
 6. Provides customer assistance, including loading and unloading baggage and cleaning aircraft windshields.
 7. Performs de-icing and lavatory service for aircraft as needed.
 8. Supports the training and mentoring of new employees, ensuring they understand and follow established procedures for safety, maintenance, and customer service.
 9. Maintains inventory of tools, parts, and equipment used by airport ground staff, ensuring availability and proper organization for efficient operations.
 10. Conducts regular inspections of the airport's surface, facilities, and security measures to identify and report any deficiencies or potential hazards. Conduct compliance tests as required by regulatory agencies.
 11. Collaborates with colleagues, university departments, and contractors to ensure safe operations and facility maintenance. Coordinate maintenance and construction projects to maintain a secure and well-functioning airport environment.
 12. Performs other related duties as assigned.
-

Auburn University Job Description

Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

Auburn University Job Description

Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	High School	High School Diploma or equivalent
Experience (yrs.)	4	Experience in facility and/or ground maintenance. Experience in flight line is desired.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of aircraft refueling procedures, including operating fuel trucks and associated components, measuring fuel quantities, conducting fuel quality checks, coordinating fuel shipments, communicating with flight school dispatch, and engaging with pilots and passengers. Must communicate effectively in person, over the phone, over a radio system, and in written correspondence.

Certification or Licensure Requirements

None required.

Pre-Employment Screening Requirements

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting up to 100 pounds.

Job occasionally requires sitting, and lifting more than 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 6/6/2023
