

## JOB DESCRIPTION

### Airfield Maintenance Operative

**JOB TITLE:** AIRFIELD MAINTENANCE OPERATIVE

**DEPARTMENT:** AIRFIELD MAINTENANCE

**REPORTS TO:** AIRFIELD MANAGER

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#### MAIN SCOPE & FUNCTION OF THE JOB

The post holder will be required to carry out various maintenance tasks as instructed by the Operations Director (OD), the Airfield Manager (Afd Mgr) or the Airfield Maintenance Foreman (AFMF), relating to airfield operations, Airport buildings, car parks, roadways, gardens and open spaces.

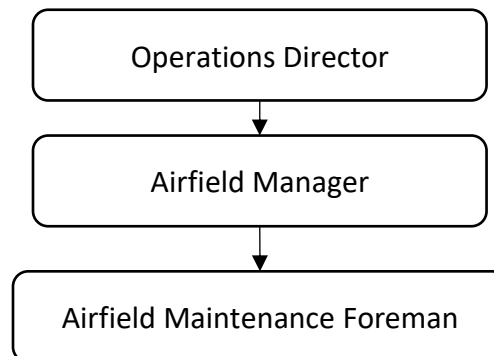
#### ENVIRONMENT

The Airfield Maintenance department is situated adjacent to the Control Tower on the north side of the Airport and is accessed via the A1270, also known as the NDR.

#### SUPERVISORY RESPONSIBILITIES / DECISION MAKING AUTHORITY

There are no supervisory responsibilities associated with this role; decision making authority lies with the AFMF and Afd Mgr.

#### ORGANISATION CHART



#### MAIN DUTIES & RESPONSIBILITIES

- Carry out maintenance tasks to required standards as specified by the OD, AM or the AFMF.

- Complete documentation pertaining to works carried out, eg: equipment inspections, work records, hot works permits
- Comply with all Health and Safety requirements based upon standard published procedures.
- To hold and maintain a valid Airfield Driving Permit.
- Safely operate various items of equipment, in connection with duties when suitably trained as per requirement.
- Operate a variety of plant and equipment, including, but not limited to, MEWPs, tractors, grass cutting machinery, diggers and rollers.
- Repair airfield and roadway surfaces as directed by the OD or the AM, using a range of appropriate materials.
- Carry out general repairs to and maintenance on the Airport infrastructure.
- Grass cutting operations as required (equipment includes tractors, mowers, strimmers etc) in accordance with the long grass policy and to maintain the effective operation of navigational aids.
- The use of weed killing chemicals and equipment (qualification required).
- Carry out snow clearance airside and landside during Winter Operations using equipment including gritters and snow ploughs.
- To undertake any other task commensurate with the responsibilities and level of this post as reasonably requested.

### **ASSIGNMENT OF / SOURCE OF WORK**

As directed by the Operations Director, Airfield Manager or Airfield Maintenance Foreman.

### **CONTACTS AND RELATIONSHIPS**

#### **Internal**

- Airfield Operations
- Fire Service
- Air Traffic Control
- Air Traffic Engineering
- Airfield Ground Lighting
- Ground Handling and Safety Manager
- Airside Operations/Ramp
- Terminal Manager
- Information Desk
- Security

#### **External**

- Contractors

## **REQUIREMENTS**

### **Qualifications / Education**

Applicants should possess a good basic standard of education (Maths and English), a current DVLA driving license and the ability to maintain a full airside driving permit.

### **Experience**

Applicants should preferably have 2 years minimum experience maintaining pavements, grass and other surfaces, with a knowledge of general infrastructure maintenance (eg plumbing, painting and carpentry).

### **Specialist Training**

Will be provided

### **Aptitude / Skills**

Applicants should understand safe operations of various vehicle types, plant and equipment.