

# SARASOTA MANATEE AIRPORT AUTHORITY JOB OPPORTUNITY ANNOUNCEMENT



## MAINTENANCE TECHNICIAN, PUBLIC WORKS FACILITIES Full Time, Non-Exempt

**Starting Salary Range:** \$31,335 - \$36,035  
**Salary Grade Range:** \$31,335 - \$47,003

**Posting Date:** 11/1/2022  
**Closing Date:** Open Until Filled

Under direct supervision, performs general labor and maintenance of Airport grounds and associated equipment. Performs manual labor in a variety of construction and maintenance functions as related to Public Works/Landscaping. **Work schedules will include weekends and nights and occasional overtime. On occasion may be subject to being called in during non-scheduled hours to respond to any situation related to the responsibilities of the position, or any situation determined necessary by the department.**

**MINIMUM QUALIFICATIONS:** High School Diploma or GED. Valid Florida driver's license or obtain within (30) days of assuming position and have a good driving record.

**PREFERRED QUALIFICATIONS:** Two years' experience working in a maintenance department.

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### **TO APPLY FOR THIS POSITION, PLEASE FOLLOW THE INSTRUCTIONS LISTED BELOW.**

1. Applicants desiring to be considered for this position should apply directly with the Sarasota-Manatee Airport Authority by visiting our website @[www.srq-airport.com](http://www.srq-airport.com); or, calling 941-359-2770 ext. 4212.  
  
Return your completed SMAA application to the address shown on the signature page of the application form; OR fax it to 941-359-5024; OR email it to [application@srq-airport.com](mailto:application@srq-airport.com). Only Sarasota Manatee Airport Authority (SMAA) application forms will be accepted.
2. Minimum qualifications must be met by the closing date in order to be considered eligible for the position. Resumes may be submitted as supplements, but cannot be accepted in lieu of an application. Applications and resumes are subject to disclosure under the Florida Sunshine Law.
3. Veterans' Preference documentation, reference names, etc. must be submitted at the time of application. In accordance with the Immigration Reform and Control Act, appropriate identification documents verifying eligibility for employment will be required for the applicant who is hired.
4. The Sarasota Manatee Airport Authority participates in E-Verify. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States.
5. Your application will not be considered unless complete answers are provided to all questions on the application.
6. The Airport Authority's Drug-Free Workplace Program requires that applicants take and pass a drug/nicotine test prior to being hired.



**SARASOTA MANATEE AIRPORT AUTHORITY  
JOB CLASS SPECIFICATION**

Job Code: 5081  
Date Approved: 04/22  
Grade: 23

**JOB TITLE:** *Maintenance Technician, Public Works*

**REPORTS TO:** *Facilities Landscape Supervisor*

**DEPARTMENT:** *Facilities*

**FLSA STATUS:** *Non-Exempt*

**JOB SUMMARY**

Under direct supervision, performs general labor and maintenance of Airport grounds, and associated equipment. Performs manual labor in a variety of construction and maintenance functions as related to Public Works/Landscaping. **Work schedules will include weekends and nights and occasional overtime. On occasion may be subject to being called in during non-scheduled hours to respond to any situation related to the responsibilities of the position, or any situation determined necessary by the department.**

**JOB RESPONSIBILITIES**

**Essential Job Responsibilities:**

Performs general maintenance work including, but not limited to all phases of landscaping, mowing, equipment operation, irrigation repair and installation, concrete work, potable water piping and valve repair.

Repairs and installs Airport perimeter, architectural and other fencing as required.

Cuts grass, checks equipment for fluid levels and cleans, and maintains equipment.

Paints runway, taxiway, and ramp.

Paved area maintenance and repairs.

Performs heavy landscape work.

Cleans ramp, parking lots, runway, and taxiway.

Fills washouts and plants sod.

Painting of various airport areas, items, and equipment.

Performs fertilization/pesticide/herbicide applications, as needed.

### **Other Related Responsibilities:**

Although usually assigned to one group, cross-trains with and assists other Public Works/facilities personnel on an as needed basis.

### **MATERIALS AND EQUIPMENT USED**

Hammer, screwdrivers, paint brush, power and hand drills, saws, shovels, wrenches, pumps, sanders, levels, trucks, and sweeper. All manner of landscaping equipment including, mowers (push, zero turn and decks), edgers, string trimmers, blowers, and fertilization/pesticide/herbicide equipment. Various Utility Task Vehicles.

### **QUALIFICATIONS REQUIRED**

**Where "preferred" is indicated, the qualification is not essential.**

#### **Education and Experience:**

High School Diploma or GED.

Two years' experience working in a maintenance department, **Preferred**.

#### **Licenses and Certifications:**

Valid Florida License or must obtain within (30) days of assuming position and a good driving record.

Valid Florida Commercial Driver's License (CDL). **Preferred**.

#### **Knowledge, Skills, and Abilities:**

Knowledge of principles, practices, and methods of basic maintenance.

Knowledge of potential safety hazards and related safety precautions.

Knowledge of ground maintenance and equipment maintenance. **Preferred**.

Skill in the use of hand and power tools. **Preferred**

Ability to perform routine and physical work.

Ability to understand and interpret oral and written instructions.

Ability to develop and maintain effective working relationships with superiors and fellow employees.

#### **Physical Requirements:**

The Maintenance Technician, Public Works must be physically fit in order to perform manual labor. Physical work is performed both outside and indoors in all weather conditions for extended periods of time.

#### **Mental Requirements:**

A Maintenance Technician, Public Works performs general maintenance of Airport grounds, airfield, and equipment. The Maintenance Technician works wherever he/she is needed and in all kinds of weather conditions. Accordingly individual must be able to work with and understand instructions from various people and change work direction quickly.

**Environmental Requirements:**

The majority of a Maintenance Technician, Public Works workday is spent working in a hands-on capacity on a variety of projects requiring labor outside and indoors in all types of weather conditions for extended periods of time. Physical work is continuous.

**Summary Clause:**

The duties and responsibilities listed in this job class specification are intended only as illustrations of the various duties to be performed and are not all inclusive. The omission of other specific duties does not exclude them from being performed by the Maintenance Technician, Public Works if the duties are similar, related, or a logical assignment to the position. This job class specification does not constitute an employment contract between SMAA and the Maintenance Technician, Public Works and is subject to change at the discretion of the Airport Authority.

*This Class Specification should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description, but which are commensurate with similar levels of responsibility. ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.*



### Physical/Mental Requirements

Job Title: Maintenance Technician, Public Works

Job Code: 5081

Date: 4/22

Physical/Mental	Percentage of Time			
	Continuous 67-100%	Frequently 34-66%	Occasionally 1-33%	Infrequent - less than once a day
Standing		X		
Sitting		X		
Walking		X		
Lifting		X		
1-10 lbs.		X		
11-20 lbs.		X		
21-35 lbs.		X		
36-50 lbs.			X	
over 50 lbs.				X
Carrying		X		
Reaching		X		
Climbing		X		
Driving		X		
Written Communication			X	
Oral Communication		X		
Reading			X	
Hand Dexterity	X			
Reasoning		X		
Decision Making		X		
Analyzing		X		
Sensory	X			
Sight	X			
Noise Exposure	X			

The mental and physical aspects shown with an "x" relate to this specific position, and have been identified for ADA compliance purposes only. This information shall not be used to determine salary grades, nor shall it be used to make comparisons with other positions.



## SARASOTA MANATEE AIRPORT AUTHORITY

### SUMMARY OF BENEFITS Full Time Employees

Employer Paid Benefits:	Waiting Period
<b>Employee &amp; Dependent Medical Insurance</b> SMAA offers two Blue Cross/Blue Shield medical plans - A Low Option PPO Plan and an HSA/HDHP. 100% of employee premium is paid by SMAA and the employee contributes toward the chosen dependent coverage.	The first day of the month following your 30 day waiting period
<b>Employee &amp; Dependent Dental Insurance</b> SMAA pays 100% of employee and dependent coverage under Florida Combined Life Insurance Company, a subsidiary of Blue Cross/Blue Shield.	The first day of the month following your 30 day waiting period
<b>Employee &amp; Dependent Life Insurance</b> (100% paid by SMAA – employee is insured for 2x annual salary up to \$100,000; spouse is insured for \$5,000; dependent is insured for \$2,500)	The first day of the month following your 30 day waiting period
<b>Travel Insurance</b>	Immediate
<b>Employee Assistance Program</b>	Immediate
<b>Short-Term Disability</b> (100% paid by SMAA)	1 year
<b>Sick-Time</b>	90 days
<b>Vacation Leave</b>	6 months
<b>Retirement Plan</b> (A 401 plan administered by the Principal Financial Group)	6 months
<b>Reimbursement for Continuing Education</b>	6 months
<b>Floating Holidays</b>	6 months
<b>National Holidays</b>	Immediate
<b>Special Discount Programs (Varies)</b>	Immediate
Voluntary/Optional Benefits:	Waiting Period
<b>Pre-Paid Legal Plan</b> (Voluntary – payroll deduction)	Immediate
<b>Deferred Compensation Plan</b> (Voluntary – payroll deduction)	90 days
<b>Group Term Life, Supplemental Medical, and Long Term Disability Insurance</b> (Voluntary – payroll deduction)	90 days