

FORT LAUDERDALE-HOLLYWOOD INTERNATIONAL AIRPORT

Assistant Director Aviation Admin/Finance

(\$115,872 - \$190,035 DOQ)

The Broward County, Florida - Aviation Department which manages Fort Lauderdale/Hollywood International Airport (FLL) and North Perry Airport (HWO), its general aviation facility, seeks a senior manager to oversee the divisions of Business, Finance, and Information Systems, as well as a variety of other related central administrative functions. The selected individual will insure proper coordination, performance against budget, and compliance with policies and set appropriate priorities for assigned functions. The Broward County Aviation Department structure includes the Aviation Director, Deputy Director and two Assistant Directors. One Assistant Director oversees the Airport's development programs while the Admin/Finance Assistant Director will direct activities relating to property and lease management, financial management and budget activities, human resources, customer service, automation & technology.

QUALIFICATION REQUIREMENTS: Graduation from an accredited four-year college or university with major course work in public or business administration or related field; six (6) years executive level administrative experience; (including four (4) years high level supervisory experience) in a wide variety of functions including but not limited to: property and lease management, negotiations, financial management and budget activities, automation & technology issues, human resources and customer service; or any equivalent combination of relevant training and experience.

SPECIAL INFORMATION: Candidates possessing an advanced related degree, as well as progressively responsible public/private sector transportation related industry experience strongly preferred.

NOTE: Applicants selected for employment with the Aviation Department will be subject to extensive security screening, including but not limited to fingerprint checks, employment verification, and such other procedures as may be mandated by Federal Law as a continuing condition of employment.

The Aviation Department operates under a Drug-Free Workplace Policy in compliance with the provisions of the Federal Drug-Free Workplace Act of 1988. A valid Florida driver's license is required and the successful applicant must be able to obtain and maintain federally mandated security clearances for working at an airport.

HOW TO APPLY: Submit resumes to: Broward County Aviation Department, Attention: Administration/Human Resources, 100 Aviation Blvd, Fort Lauderdale, Florida 33315 or e-mail dstachurski@broward.org (954)359-1249. Resumes are subject to public disclosure in accordance with Florida's Public Records Law. **Open until filled with first review date Friday, May 2, 2008.**

BROWARD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER AND PROVIDER OF SERVICES