



Job Description

Job Title:	Airports Operations	Salary Information	
Job ID:	Manager 3659	Job Code	310020
Location:	Airports Administration	Deadline:	06/10/2017
Full/Part Time:	Full-Time	Salary Range From	7074.00
Regular/Temporary:	Regular	Salary Range To	8834.00
Regular Shift	Not Applicable		

Position Description

We are accepting applications on a continuous basis until the position is filled. The recruitment may close at any time.

The City of Fresno is currently recruiting for an Airports Operations Manager. Under general direction, this position manages and administers the Operations Division of the Airports Department including management of Department regulatory compliance policies and procedures, airside/landside operations; coordinates the review and approval of construction projects and specifications; coordinates activities with other divisions, departments, and outside agencies; provides highly responsible and complex administrative support to the Director.

The Airports Operations Manager areas of responsibility include the Airports Operations, Airfield Maintenance and Building Maintenance sections. Within guidelines set by the Director of Aviation, the incumbent establishes and implements regulatory and operational procedures, including those associated with Airport Emergency Management and Security.

This is an unclassified position in which the incumbent serves at the will of the Department Director.

The Requirements

The ideal candidate will possess the following:

- Graduation from an accredited college or university with a Bachelor's Degree in Public Administration, Business Administration, Airport Management, or a closely related field;

AND

- Four years of managerial or supervisory experience in airport operations, including comprehensive regulatory compliance responsibilities and oversight of building and construction operations. Additional qualifying experience may be substituted for the education on a year-for-year basis, up to a maximum of two years.

Designation by the American Association of Airport Executives as an Accredited Airport Executive is desired.

If qualifying with a degree or accredited college or university credits, please attach a copy of the degree or transcripts. Applications lacking this documentation may be rejected.

Possession of a valid California Driver's License at time of appointment. Candidates considered for hire must provide proof of a valid driver's license and current copy of their driving record.

Additional Requirements

Individuals considered for hire will be required to successfully pass a Department of Justice fingerprint process prior to employment with the City of Fresno.

Selection Process

Interested and qualified applicants must submit an official City of Fresno application on-line. Applications may be submitted at www.fresno.gov. For information on how to complete an on-line application, please view "Instruction Guide" on the City's website, Personnel Services Career Opportunities page, or call (559) 621-6950 for assistance.

Applicants deemed most qualified will be invited to interview for this rewarding and excellent opportunity. The first round of application review will be conducted the week of February 27, 2017.

Additional Information

APPLICANTS MUST COMPLETE AN ON-LINE APPLICATION. PLEASE VISIT WWW.FRESNO.GOV/JOBS TO APPLY. For information on how to complete an on-line application, please view "Instruction Guide" on the City's website, Personnel Services Career Opportunities page, or call (559) 621-6950 for assistance. Resumes will not be accepted in lieu of a completed employment application.

Equal Opportunity Employer

We welcome applicants of any race, gender, religion, ancestry or disability. For more information, please refer to our Career Opportunities web page on the City of Fresno web site.
