

**SOUTH BEND INTERNATIONAL AIRPORT
ST. JOSEPH COUNTY AIRPORT AUTHORITY**

POSITION: Seasonal Maintenance Worker

FLSA STATUS: Non-Exempt

REPORTS TO: Maintenance Manager/Supervisor

HOURS OF WORK: Generally work schedule of 1st or 2nd shift hours. Holidays, weekends, and other shift hours may be required due to business necessity.

QUALIFICATIONS:

Experience: No experience necessary. Grounds and building maintenance experience a plus.

Licenses: Maintain valid Driver's License

Other: Must be at least 18 years old. Must be able to work independently as well as with others; Must have the ability to communicate effectively; Must adhere to safety standards and, to maintain confidentiality if necessary.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Support the Authority's Mission, Vision and Values.
- Perform grounds maintenance such as mowing, trimming, tree relocation, etc. Operate heavy equipment to complete assigned work such as digging trenches and lawn equipment and trailer sprayer to disperse chemicals.
- Repair asphalt and concrete surfaces as needed, including preparation and marking of runways and taxiways.
- Replace or repair plumbing equipment and assist with plumbing repairs in all buildings owned by Authority as needed.
- Perform carpentry work using building materials and general mechanical repair work on motorized Authority vehicles, as well as cleaning and maintenance of all such vehicles.
- Perform necessary painting inside, and on the outside of, Authority buildings.
- Complete work order requests from Authority and Tenants in a timely and courteous manner.
- Repair perimeter fence and replace ground level as needed.
- All employees are expected to be part of our customer service team as Dedicated Customer Care Specialists.
- Perform any other duties as may be assigned to ensure the safe and efficient operation of the airport.

PHYSICAL REQUIREMENTS:

- Work is frequently performed in a maintenance shop environment as well as extensive periods of time outdoors.
- Exposure to dust, grease, excessive noise or vibration, noxious gas or fumes and/or extreme outdoor weather conditions may be frequently expected.
- Must be able to climb ladders and work at heights occasionally.
- Ability to push, pull, lift and carry up to 50 pounds.
- Position requires frequent reaching with hands and arms, standing, and walking.
- Ability to frequently climb, kneel, crouch, bend, and crawl are required.
- Ability to sit for occasional periods of time.
- Vision abilities required include close, distant, color peripheral, depth and the ability to adjust focus.
- Work performed requires the ability to speak and hear.
- Position is required to constantly drive Authority vehicles on Airport grounds and public highways.

Revised: 05/11/2023