

## RECRUITMENT ANNOUNCEMENT

County of Surry is taking applications for the full-time position of **Airport Operations Supervisor** to be responsible for operation of all vehicles, fueling and handling of aircraft, handling of emergencies, cleaning and maintenance of airport buildings. An employee in this class ensures that safety in all areas of the airport operations is considered first and foremost and will assist the Airport Manager in supervision of part-time employees. Duties include interior and exterior maintenance on airport buildings, operation and complete maintenance on all airport equipment, including heavy equipment and miscellaneous small engines. Work involves conducting safe fueling operations on all aircraft purchasing fuel, which includes maintaining familiarity with all types of aircraft and their fueling needs and procedures for conduction of fueling operations. Close attention must be paid to regular inspection of fuel farm and its pumping equipment and storage tanks. Employee must maintain all airport surface lighting, snow removal and grass cutting as required, and maintain sufficient fuel and aircraft engine oil inventories. Airport property must be monitored on a regular basis to ensure runways are clear. Applicants must have ability to use tact and courtesy in dealing with all customers using the airport. Work is performed under the supervision of the Airport Manager.

**Education and Experience:** Ability to read, comprehend and communicate, both verbally and in writing, at a level associated with completion of a high school diploma or equivalent training. Must possess a valid driver's license and be insurable at regular County insurance rates. Must have training and/or experience in mechanics, diesel and gas engine repair and basic plumbing and electricity. Ability to calculate fuel costs and credit card charges. Knowledge of how to respond to emergencies involving aircraft accidents/incidents, fires or personal injuries. Familiarity with use of UNICOM and reporting of weather and traffic advisories is desired. Prior practical airport work experience in the above areas is preferred.

**Salary Range:** Grade 67 \$35,652 - \$59,376

Applications will be taken at NC Works Career Center, 541 W. Pine Street, Mount Airy, NC (336-786-4169) or by going online to the Surry County Human Resources job posting page, printing the application and e-mailing back to the indicated email, [SCJobs@co.surry.nc.us](mailto:SCJobs@co.surry.nc.us). Contact Surry County Human Resources at 336-401-8221 for more information. A complete list of duties and analysis of physical demands will be available upon request.

**SURRY COUNTY IS AN EEO EMPLOYER  
SURRY COUNTY IS A DRUG FREE WORKPLACE**

**Date Posted: July 29, 2020  
Closing Date: Open Until Filled**