

SNOHOMISH COUNTY JOB DESCRIPTION
AIRPORT MAINTENANCE TECHNICIAN LEAD

Spec No. 8064

BASIC FUNCTION

To serve as lead worker over a crew of subordinate employees performing building and grounds maintenance work. (Note: this class is distinguished from that of Airport Facility Maintenance Supervisor in that employees are working chiefs and perform many of the same duties as their subordinates.)

STATEMENT OF ESSENTIAL JOB DUTIES

1. Serves as lead worker over subordinate employees performing building and grounds maintenance work; lays out daily work assignments and instructs subordinates as necessary; inspects work in progress and upon completion to ensure compliance with work orders, plans, specifications and standards; analyzes and resolves technical problems encountered in the work; enforces safety rules and regulations; and meets with Supervisor regularly to review priorities and report on progress of projects.
2. Investigates complaints and requests for building and grounds maintenance work from tenants and the general public; conducts site inspections and determines the extent of needed maintenance or repair work; prepares estimates of materials, equipment and labor requirements for necessary maintenance and repair work.
3. Maintains control of the daily work effort in the Airport Maintenance Division, implementing and coordinating priorities established by the Airport Maintenance Manager/Supervisor, demonstrating leadership, and assuming responsibility for the location, job accomplishment, and activities for all subordinate Airport Maintenance personnel.
4. Assists and empowers other employees with administration of the following programs: safety, tool control, preventive maintenance, quality assurance, FAA regulations and advisory circulars, key and lock security, environmental, wild life management, and other programs established or directed by Airport management. Ensures Maintenance Division compliance to all Airport and County mandated programs.

STATEMENT OF OTHER JOB DUTIES

5. Prepares required written reports.
6. May perform all the duties of lower level maintenance workers, as necessary.
7. May perform all the duties of subordinate level employees.
8. Performs related duties as required.

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MINIMUM QUALIFICATIONS

Four (4) years of experience performing a variety of skilled building and grounds maintenance work including experience operating a variety of motorized construction and maintenance equipment; OR, any equivalent combination of training and/or experience that provides the required knowledge and abilities. Must pass job related tests.

SPECIAL REQUIREMENTS

- A valid Washington State Driver's License is required for employment.
- Possession of a valid Washington Commercial Driver's License that includes a minimum of a Class "A", air brake, and Tank Vehicle endorsement within ninety (90) days of employment is required.
- Possession of a valid First Aid Card and CPR Certification within sixty (60) days of employment is required for employment.
- Candidates for employment may be required to pass a post offer physical examination prior to being hired.
- Maintains other certifications deemed necessary by the Airport Maintenance Manager/Supervisor relating to the operation of the Airport Maintenance Division.

KNOWLEDGE AND ABILITIES

Knowledge of:

- all phases of standard building and grounds maintenance work
- the tools, materials, methods and techniques associated with routine carpentry, electrical, plumbing, asphalt, and mechanical maintenance work
- the hazards associated with the work
- safety rules and regulations
- basic first aid methods and procedures
- the operation and maintenance of standard motorized construction and maintenance equipment

Ability to:

- perform skilled work in a number of building and construction trades areas
- diagnose and troubleshoot routine electrical, mechanical, and plumbing problems and perform needed repairs
- read, interpret, and work from a variety of blueprints, drawings, sketches, and work orders
- use a wide variety of hand and power tools skillfully and safely under a variety of work conditions
- operate and maintain a variety of motorized construction and maintenance equipment, as required by the position

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KNOWLEDGE AND ABILITIES (Continued)

- perform strenuous physical work
- understand and follow oral and written instructions
- layout, organize, and supervise the work of subordinate employees
- analyze and determine resource requirements for a variety of building and grounds maintenance and repair work
- maintain necessary records and prepare required reports
- deal courteously and tactfully with the general public

SUPERVISION

The employee reports to the Airport Facility Maintenance Supervisor or other superior, as assigned.

WORKING CONDITIONS

The work is performed both indoors and outdoors in all types of weather at work sites.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.
[EEO policy and ADA notice](#)

Class Established: February 1996
Previous Spec No. 920933
Revised: April 1999, May 2007
Revised: September 2019, Pay grade changed from 239
EEO Category: 8 – Service Maintenance
Pay Grade: 241 – Classified Pay Plan
Workers Comp: 1501 Hazardous