



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 922.3

Job Title: **SENIOR AIRCRAFT MECHANIC**

Pay Grade: 21

GENERAL SUMMARY:

Supervises the maintenance, rebuilding, inspections and scheduling of police aircraft.

RESPONSIBILITIES:

- Oversees personnel and scheduling of police aircraft.
- Performs preventive maintenance.
- Conducts inspections.
- Troubleshoots and solves daily work problems.
- Assists in developing operating budget.
- Coordinates inventory control.
- Ensures that working areas are clean and safe.
- Communicates with technical representatives concerning malfunctions and specifications of equipment.

SPECIFICATIONS:

KNOWLEDGE:

An Associate's degree or certification in aviation maintenance management or a closely related field is required. Considerable knowledge of helicopter structures, systems and engines are required.

LICENSE:

FAA Airframe and Power Plant License is required.

FAA Aircraft and Inspection License is optional; required for inspector's pay.

EXPERIENCE:

Four years of experience in helicopter or aircraft repair are required.

COMPLEXITY:

Work is somewhat complex and varied, and may require the simple interpretation of technical and detailed guidelines, policies and procedures.

IMPACT OF ACTIONS:

Errors could lead to moderate expenses and inconveniences. Work is typically performed under moderate to limited supervision with standard operating procedures. The incumbent functions under general review and at times autonomously, with the supervisor available to answer more difficult questions.

SPECIFICATIONS: (continued)

SUPERVISION EXERCISED:

Direct Supervision:

Involves scheduling, supervision and evaluation of work as a "first-line supervisor", recommends personnel actions, such as hiring, terminations, pay changes of non-supervisory personnel.

Indirect Supervision:

No indirect reports.

CONTACTS:

Internal Contacts:

Level of internal contact is primarily with the clerical and technical staffs. Interaction involves information exchange and/or simple service activity requiring moderate tact and cooperation.

External Contacts:

Level of external contact is primarily with lower-level service representatives and vendors. Interaction involves information exchange and/or simple service activity requiring moderate tact and cooperation.

PHYSICAL EFFORT:

The position involves considerable physical exertion, such as regular climbing of ladders, lifting of heavy objects (up to 80 pounds) on a highly frequent basis and/or assuming awkward positions for long periods of time.

WORK ENVIRONMENT:

There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.

PHYSICAL SKILL:

Requires the ability to make closely coordinated eye/hand movements within very fine tolerance and/or calibration demands; or the ability to make rapid closely coordinated eye/hand movements on a patterned response space within somewhat fine tolerance demands; or the ability to make coordinated eye/hand movements within fine tolerances with large equipment as an extension of the worker.

MISCELLANEOUS:

All duties and responsibilities may not be included in the above job description.

JOB FAMILY:

Aircraft Mechanic
Senior Aircraft Mechanic

Effective: October 1990

Revised: March 1997