



# CITY OF OMAHA CLASS SPECIFICATION

## CLASSIFICATION TITLE: AVIATION MECHANIC

**BARGAINING UNIT:** [CIV BARGAINING](#)

**CODE NUMBER:** 6395

**PAY RANGE CODE:** [07135](#)

**REVISION DATE:** 8/27/15

### **NATURE OF WORK:**

This is skilled mechanical work in the maintenance and repair of aircraft assigned to the Omaha Police Department (OPD). This work includes performing routine and emergency maintenance, inspections, troubleshooting, and corrosion control. Coordinates with Federal Aviation Administration (FAA), Department of Transportation (DOT), and National Traffic Safety Board (NTSB) to ensure all maintenance policies, procedures, schedules, and the like are in accordance with national regulations. The incumbent in this classification works independently referring non-routine items to and receiving general guidance and direction from a supervisor.

**ESSENTIAL FUNCTIONS:** *(Any one position may not perform all the duties listed, nor do the listed examples include all the duties that may be performed in positions allocated to this class.)*

Performs maintenance and repairs on aircraft assigned to the Air Support Section of the Omaha Police Department.

Coordinates the scheduling of all police aircraft for routine inspections to ensure the equipment is functioning properly.

Troubleshoots mechanical problems with the aircraft, repairs mechanical problems, or recommends solutions to supervisor.

Implements and maintains all aviation maintenance manuals and procedures and ensures all necessary personnel are trained and familiar with manuals and procedures.

Maintains the required documentation which complies with all FAA and DOT requirements to ensure compliance and documentation of the required maintenance training programs necessary and consistent with the Department's policy.

Coordinates with FAA, NTSB, and DOT officials on all matters concerning the implementation or execution of the OPD Air Support Section's maintenance program and compliance with regulations.

Establishes and maintains communication with regional and national organizations which influence airborne law enforcement transportation.

Maintains regular job attendance in accordance with a schedule established for the position by the supervisor.

Performs other duties as assigned or as the situation dictates within the scope of this classification.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of the standard practices and equipment in the maintenance of aircraft assigned to the Department and the ability to apply these practices.

Knowledge of the occupational hazards and safety precautions of the trade.

Knowledge of FAA guidelines regarding the maintenance and repair of aviation equipment.

Knowledge of and ability to operate a computer or other technology using standard or customized computer or systems software applications appropriate to the assigned tasks.

Skill in diagnosing equipment defects and malfunctions.

Skill in the use of tools and the operation of machines and equipment used in repair and maintenance of the assigned aircraft.

Ability to read and interpret FAA, NTSB, and DOT guidelines and regulations to ensure the maintenance program is in compliance with all regulations.

Ability to understand oral or written instructions.

Ability to complete work orders and other forms.

Ability to learn and adapt to advances in computer and electronics device technology and software.

Ability to establish and maintain effective working relationships with fellow employees and members of the general public.

Ability to adhere to safety policies, procedures, and guidelines.

Ability to reach, climb, bend, stoop, squat, kneel, crouch, stand, walk, push, pull, and otherwise perform the movements involved in performing the essential duties of this classification for up to eight hours or more.

Ability to use up to one hundred (100) pounds of force occasionally, fifty (50) pounds of force frequently, and up to twenty (20) pounds of force constantly to move materials and/or equipment.

**EDUCATION AND EXPERIENCE:** *(The knowledge, skills, and abilities above may be acquired through, but are not limited to, the following combination of education and/or experience.)*

FAA Airframe and Power plant certificate required

AND

Three (3) years of responsible aviation maintenance experience. FAA Inspection authorization must be completed within one (1) year of employment.

**SPECIAL REQUIREMENTS:**

Must be able to work nights, weekends, and holidays.

Must be in possession of tools specified by the City which will be inspected and approved by a supervisor.

Must be willing to purchase additional hand tools as needed.

**WORKING CONDITIONS:** *(The conditions herein are representative of those that must be met by the employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.)*

Work is performed primarily in an airport hangar which involves exposure to noise, vibrating machinery, moving mechanical components, electrical current, high places, confined spaces, conditions of high humidity, fumes, odors, dust, and gases, and exposure to chemicals. Work may also be performed outdoors in all weather conditions.

**EQUIPMENT OPERATION:** *(Any one position may not use all of the tools and equipment listed nor do the listed examples comprise all of the tools and equipment that may be used in positions allocated to this classification.)*

Maintenance Equipment

Welding Equipment

Computer

Testing Equipment

Hoist and Jacks

Airplane and Powerplant-based Tool Set

Previous Revision Date(s):

9/17/96

11/21/02

8/28/14