



JOB OPENING

Troup County Government

Position:	Dept.:	Salary:
Airport Lineman (PT)	Airport	\$ 9.25/Hr.

Work involves moving aircraft along the service line, providing light custodial maintenance and repair of buildings, equipment and facilities, collecting money for sales, issuing receipts and meeting and greeting the public.

The qualified candidate will have:

- ⇒ High school diploma or GED equivalent
- ⇒ Current valid driver's license
- ⇒ Experience servicing of private, commercial, airline and military aircraft preferred
- ⇒ Strong oral, written and interpersonal communication skills
- ⇒ Methods and procedures necessary in servicing aircraft
- ⇒ Work safely without presenting a direct threat to self or others
- ⇒ Learn job-related material primarily through oral instruction and observation (This learning takes place mainly in an on-the-job training setting)
- ⇒ Work cooperatively with other County employees and the public
- ⇒ Communicate orally with individuals in a face-to-face one-on-one setting or by phone or two way radio

Essential duties and responsibilities include the following:

- ⇒ Maintains personal, over-the-counter and telephone contact with the public
- ⇒ Cleans and performs routine maintenance and custodial services on service trucks, airport equipment and facilities
- ⇒ Operates airport and county radio equipment
- ⇒ Directs aircraft to parking location, helps them tie down and check airplanes, greets pilots and passengers and accommodates transportation, lodging and other services
- ⇒ Performs and logs daily inspections of the fuel trucks, resolves any discrepancies and or notifies the senior lineman or airport manager regarding unresolved discrepancies or safety issues
- ⇒ Takes service orders, refuels aircraft, checks and adds oil as required observing safety regulations in servicing
- ⇒ Writes up sales tickets and prepares credit card forms
- ⇒ Maintains records of aircraft fuel and oil sales necessary to process the collection of monies due
- ⇒ Places minor orders for supplies and equipment
- ⇒ Performs all other related duties as assigned

Applications will be accepted Until Filled on Troup County's website @ www.troupcountyga.org.

Job #: 03282017 Airport Lineman (PT)

Valerie P. Heard

Valerie P. Heard, Human Resources Director

Tod Tentler

Tod Tentler, County Manager

Troup County is an Equal Opportunity Employer - Drug Free and Tobacco Free Workplace