

As the Engineering and Maintenance Department Manager, you will direct the work of a large work force of Airports Authority employees and contractor employees through several subordinate branch managers engaged in professional engineering, utility operation, and maintenance activities.

JOB DESCRIPTION

- Engineering and Maintenance Department Manager
- Works under the general supervision of the Vice President and Airport Manager.
- Serves in the Engineering and Maintenance Department at either Ronald Reagan Washington National Airport (DCA) or Washington Dulles International Airport (IAD).

Serves as principal advisor to the Airport Manager on public works issues. Directs all engineering, utility operation, and maintenance activities of the airport. Approves construction project permits and ensures conformance with plans. Coordinates with the Airports Authority's Engineering Division on all Capital Construction Program (CCP) and Repair and Rehabilitation (R&R) projects affecting airport facilities. Performs related functions.

GENERAL RESPONSIBILITIES

- Ensures the operation of utilities (e.g., heating and air conditioning, electrical power, sewer, and water) and related services (e.g., escalator and elevator maintenance).
- Oversees construction, modification, repair, and maintenance activities involving airport structures and infrastructure.
- [At IAD] Oversees the maintenance and repair of airport motorized vehicles (including Mobile Lounges and Plane-Mates) and equipment.
- [At IAD] Oversees the maintenance and operation of the AeroTrain system.
- Through subordinates, monitors work done on contract to assure acceptable quality, quantity, and timeliness. Seeks appropriate balance between work to be done in-house and on contract.
- Approves building permits for all airport tenant construction projects. Through subordinates, assures that work conforms to plans and code requirements.
- Advises the Airport Manager on airport engineering and public works.
- Serves on the management team in contract discussions with bargaining unit(s). Is the deciding (or second level) official on all trade union grievances at the airport.
- Identifies, organizes, trains, and equips Division staff to ensure capabilities to start up, operate, and maintain new facilities, systems, and equipment, Justifies staffing and budget requirements.
- Participates on selection committees for Architecture/Engineer (A/E) firms and for concessionaires for the larger and more important airport concessions.
- Provides input for the airport master plan; reviews technical manuals and engineering studies; and, as deemed necessary, reviews or produces individual engineering plans and specifications, and related documents.
- Writes budget and planning reports, lease contract documents, special letters, and routine memoranda.
- Serves as Airport Manager in his/her absence.
- Performs other duties as assigned.

QUALIFICATIONS

- Nine years of progressively responsible experience in facilities management and engineering.

Knowledge, Skills and Abilities

1. Knowledge of supervisory principles and ability to manage the operations and programs of the unit/team.
 2. Knowledge of and ability to apply professional engineering concepts, principles, and practices of the construction, utility operation, and maintenance trades.
 3. Knowledge of and ability to oversee construction, modification, repair, and maintenance of structures and infrastructure.
 4. Skill in budgeting for facilities maintenance and engineering contractor support.
 5. Skill in workload analysis and quality control of maintenance operations.
- Skill in reviewing or preparing engineering plans and documents.
 - Skill in applying inspection techniques.
 - Ability to speak and write effectively.
 - Ability to make detailed analyses of data and information, and make recommendations.
 - Skill in using a computer and modern office suite software.

PREFERRED QUALIFICATIONS

- Experience in the management of maintenance operations at a major (Category X) airport.
- Licensure as a Professional Engineer (PE) in the Commonwealth of Virginia.
- Experience working with an enterprise asset maintenance system.

EDUCATION

- A Bachelor's Degree in Engineering, or related field, or an equivalent combination of education, experience, and training that totals four years.
- A fully equivalent combination of education and training beyond what is needed to satisfy the education requirement may be used to substitute for up to two of the nine years of experience. For example, a master's degree may substitute for two years of experience.

CERTIFICATIONS AND LICENSES REQUIRED

- A state driver's license in good standing.
- Licensure as a Professional Engineer. A qualified candidate who is selected, but lacks licensure by the Commonwealth of Virginia, must obtain the Virginia licensure within one year of receiving the Final Offer letter.

NECESSARY SPECIAL FACTORS

- Work is typically reviewed in progress and upon completion for quantity, quality, timeliness, teamwork, customer service, and other factors.
- May be subject to adverse weather conditions and dust/grease/dirt.
- Must maintain PE licensure.
- May be subject to hold over and recall on a 24-hour basis for essential services and emergencies.