As a Ramp Controller and Mobile Lounge Dispatcher, you will control aircraft on the ramps and taxi lanes, dispatch mobile lounges to safely transport passengers, and monitor all aircraft and vehicles in the ramp area to ensure their safe, efficient, and expeditious ground movement.

JOB DESCRIPTION

- Ramp Controller and Mobile Lounge Dispatcher
- Works under the general supervision of the Ramp Control and Dispatch Shift Supervisor or the Division Manager.
- Serves in the Ramp Control and Mobile Lounge Dispatch Division of the Airport Operations Department at Washington Dulles International Airport (IAD).

Controls aircraft on the ramps and taxi lanes, dispatches mobile lounges to safely transport airline passengers to and from aircraft and terminals, and monitors all aircraft and vehicles in the ramp area to ensure their safe, efficient, and expeditious ground movement. Coordinates with the Federal Aviation Administration (FAA), airlines, and other IAD Departments to ensure that all aircraft, mobile lounges, and other airfield vehicles operate in accordance with established rules and protocols. Performs related functions.

GENERAL RESPONSIBILITIES

- Directs the movement of aircraft in midfield ramp area in compliance with Dulles Airport Surface Operations Letter of Agreement between Dulles FAA tower and the Metropolitan Washington Airports Authority.
- Gives instruction to arriving aircraft for taxiing to pre-assigned gates.
- Approves requests for push-backs of aircraft into taxi lanes in ramp area and gives taxi instructions ensuring an orderly flow of traffic in compliance with current airport configuration (runways in use) dictated by the Dulles FAA tower.
- Communicates with FAA ground controllers and other ground transportation operations centers to coordinate aircraft and passenger movement.
- Dispatches mobile lounges/plane-mates to safely and efficiently transport airline passengers.
- Assigns remote parking areas to aircraft, informs airlines, and notes information in gate book.
- Reports observed safety hazards, adverse airfield operations, and all other problems.
- In the event of an airfield emergency or security breach, follows guidelines and instructions and coordinates with Airport Operations Department and other airport personnel.
- Maintains and updates all pertinent records, logs, and assignments, with required information.
- Reports the need for maintenance, as required, for all systems.
- Coordinates preventive and no-notice maintenance, with Equipment Maintenance, to assure a rotation of mobile lounges/plane-mates.
- Performs other duties as assigned.

QUALIFICATIONS

- Two years of progressively responsible experience in Air Traffic Control (ATC), directing or controlling air traffic on the ground or in the air.
  - o Two years of experience as a pilot or co-pilot, including coordination with FAA ATC or US military ATC, may substitute for the two years of ATC experience.
  - o Degree from Approved Air Traffic Collegiate Training Initiative (AT-CTI) college may substitute for the two years of ATC experience.

KNOWLEDGE, SKILLS AND ABILITIES

1. Knowledge of and ability to apply air traffic ground control procedures at a large hub airport with multiple terminals.
2. Ability to operate automated/network information display systems, video cameras and monitors, and sophisticated radio/communication systems.
3. Ability to perform basic analyses of data and information.
4. Skill in coordinating and prioritizing multiple information sources, simultaneously.
- Ability to speak and write effectively
- Skill in using a computer, computerized work order and time and attendance system.
- Ability to work as a team member.

PREFERRED QUALIFICATIONS

- Air Traffic Control experience as a terminal Air Traffic Controller or Ramp Controller at a large hub airport with multiple terminals, taxi lanes, runways, and taxi ways or military facility dealing with aircraft movement at terminal ramps and taxi lanes.
- Control Tower Operator (CTO) certificate. FAA or DoD.
- Airline Transport Pilot or Commercial Pilot certificate
- Air traffic control degree from AT-CTI college

EDUCATION

- A high school diploma, a Certificate of General Educational Development (GED), or an equivalent combination of education, experience, and training.

CERTIFICATIONS AND LICENSES REQUIRED

- A state driver's license in good standing.

NECESSARY SPECIAL FACTORS

- Work is typically reviewed in progress and upon completion for quantity, quality, timeliness, customer service, team work, and adherence to guidelines, effectiveness and other factors.
- Operates vehicle landside and airside (requires AOA permit).
- Must be able to climb stairs (4 levels) to reach Ramp Tower cabs.

- Is required to work shifts, including week-end, holidays and nights, in support of the 24/7/365 Ramp Tower operations.