

PART-TIME AIRPORT MANAGER

The Wakulla County Board of Commissioners is seeking qualified applicants for a part-time, OPS Airport Manager. Responsibilities include daily airfield management, budgeting, capital improvement planning, as well as marketing, and public relations.

This position will be responsible for administration, safety and security of the airport, while ensuring compliance with FAA, FDOT, and other local regulations and standards. This position will update the airport rules and regulations manual, plan and coordinate the airport's consultant(s) and other contractors in concert with County priorities on matters of airport improvement projects. The Airport Manager will serve as the primary County liaison with FAA, FDOT and other relevant agencies on matters of grant funding and airport operations. This position will negotiate tenant leases for activities and aircraft storage, help promote and market the airport, and advise County officials on matters of zoning and aviation commercial development.

Qualifications:

A minimum private pilot license with at least 7 years professional work experience in the aviation field. Ability to effectively organize and prioritize multiple tasks and projects, deal effectively with the public, proficient computer/written, and oral communication skills.

Preferable Knowledge:

Knowledge of airport operations and maintenance. Thorough knowledge of federal, state, and local regulations and statutes concerning Airport operations. Thorough knowledge of the rules and regulations required for securing federal and state funding assistance for Airport improvements. Must possess and maintain a valid Florida driver's license throughout employment without any restrictions which affect job performance.

To apply, send a Wakulla County application to: Human Resources, P.O. Box 1263, Crawfordville, FL 32326. Applications may be obtained by visiting our website at www.mywakulla.com or at the Administrator's office at 850-926-0919. Drug screening is required. Veteran's preference will be given to qualified applicants. Wakulla County is an Affirmative Action/ Equal Opportunity Employer. Salary will be based on qualifications and experience. Position will be open until filled.