
Auburn University Job Description

Job Title:	Tech, Aviation Maint	Level I	Grade 30 \$28,000 - \$46,700
Job Code:	EG06	Level II	Grade 31 \$31,300 - \$52,100
FLSA status:	Non-exempt	Level III	Grade 33 \$39,300 - \$65,500
		Level IV	Grade 34 \$45,100 - \$75,100

Job Summary

Provides general and preventative maintenance on University owned aircraft as well as other aircrafts. The levels of this position may only perform duties for which appropriate training has been provided as outlined in department training manual and guidelines provided by the Federal Aviation Association.

Essential Functions

1. Inspects university aircraft by performing very detailed inspections and preventive mechanical maintenance in accordance to the standards established by the university, federal regulations, and industry best practices.
2. Diagnoses and repairs university aircraft as needed. Determines airworthiness of aircraft and components ensuring all protocol is followed in regards to Federal Aviation regulations. Ensures timely scheduling of maintenance in order to least impact client's flight schedule and provide for high degree of aircraft availability.
3. Maintains electrical systems that include wiring, electrical connections, and the replacement of instruments.
4. Troubleshoots, inspects, tests, repairs, and services aircraft and engine systems to prepare aircraft for flight. Initiate and document any nonconforming materials, hardware, software, tools, parts, assemblies, or portions thereof, according to specifications, processes, and procedures
5. Maintains proper and updated records required by the University and Federal Aviation Authority regulations.
6. Maintains a safe work environment abiding by all safety manuals.
7. May perform other duties as assigned.

Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Job Family Levels

Level	Responsibility	Knowledge	Education and Experience*
I	Performs tasks under direct supervision.	Knowledge of mechanical functions and preventative maintenance.	High school diploma and 2 years of any type of mechanical experience.
II	Performs routine tasks under close supervision or from detailed and controlled procedures.	Knowledge of processes, methods and procedures.	High school diploma or equivalent plus 18 months experience plus one of the following: Airframe Certification or Powerplant Certification.
III	Performs complex tasks under minimal supervision.	Detailed knowledge of established processes, methods, and techniques at journey level.	High school diploma or equivalent plus 30 months experience plus both Airframe Certification and Powerplant Certification.
IV	Performs highly complex and specialized support tasks under minimal supervision.	Advanced journey level knowledge of several specific principles and skills in using complex techniques and equipment.	High school diploma or equivalent plus 3 years experience in providing general and preventative maintenance to aircraft and performing 100 hour and annual inspections on general aviation aircraft plus Airframe Certification, Powerplant Certification, and Inspection Authorization (IA) Certification and/or Rating Application.

* See the "Minimum Required Education and Experience" section of the job description for any substitutions that may be allowed for education and experience.

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Minimum Required Education and Experience

- Level I** High school diploma and 2 years of any type of mechanical experience.
- Level II** High school diploma or equivalent plus 18 months experience plus one of the following: Airframe Certification or Powerplant Certification.
- Level III** High school diploma or equivalent plus 30 months experience plus both Airframe Certification and Powerplant Certification.
- Level IV** High school diploma or equivalent plus 3 years experience in providing general and preventative maintenance to aircraft and performing 100 hour and annual inspections on general aviation aircraft plus Airframe Certification, Powerplant Certification, and Inspection Authorization (IA) Certification and/or Rating Application.

Focus of Education

High School Diploma or equivalent

Focus of Experience

Level I - Requires 2 years of any mechanical experience.

*Level II- requires 18 months experience in providing general and preventative maintenance to aircraft.

Level III - requires 30 months experience in providing general and preventative maintenance to aircraft.

Level IV - requires 3 years experience in providing general and preventative maintenance to aircraft.

*As an alternative to this experience requirement, completion of an FAA-Approved Aviation Maintenance Technician School.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

See Job Family Levels

Certification or Licensure Requirements:

Level I - Requires no certification/license.

Level II - Requires one of the following: Airframe Certification or Powerplant Certification

Level III - requires both Airframe and Powerplant Certifications

Level IV - Requires Airframe and Powerplant certification and Inspection Authorization (IA) Certification

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and/or Rating Application.

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, walking, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting more than 100 pounds.

Job occasionally requires sitting, .

Vision requirements: Ability to see information in print and/or electronically, should have depth perception and the ability to distinguish colors.

Date: 3/6/2020
