

Employment opportunity – Part Time Airport Reporting Officer (ARO)

Job Brief

Mildura Airport is seeking a part time Airport Reporting Officer to work with a team of 4 on a rotating shift basis.

The goal of this position is to ensure the infrastructure (Land and Airside) of Mildura Airport functions as a safe and secure operation in accordance with compliance regulations. This is a role where safety and responsibility is paramount and where multitasking is a must.

Essential duties and responsibilities

- Driving airside in a fully equipped vehicle listening, observing monitoring and reporting on all of the activities that take place.
- Conduct regular daily inspections to ensure airport movement areas are free from foreign objects, wildlife, damaged surfaces and faulty lighting.
- Inspection of airside signage and line markings for wear and tear.
- Performs morning and evening safety walk-through inspections.
- Oversee the safety and security of all airside areas by supervision and escort of contractors including equipment, ensuring proper authorization and conduct.
- Assist in the development and implementation of the airport maintenance program including participating in the wildlife hazard program.
- Inspects airport equipment and assists with coordinating maintenance and repairs.
- Assists with monitoring closed circuit and alarm systems, reports problems immediately.
- Participates in the annual Airport Emergency Disaster exercises.
- Contribute to and fully comprehend MAPLs Airport Emergency Plan.
- Must be able to perform under sensitive and intense emergency situations.
- Participate in risk management and OH& Safety activities.
- Ensures compliance with government aviation regulations, airport policies and procedures, personal protective equipment and all other related requirements.
- Assists with maintaining the grounds as needed for the purpose of preventing damage and or limiting liability.
- Observes and immediately reports improper, illegal or hazardous activities or conditions to management and proper authorities.
- Monitor access points, physical locations and people entering particular locations.
- Assist skilled maintenance workers i.e. Gardener and Property Officer for the purpose of completing projects in a safe, efficient manner.

Requirements

- Clear drug and alcohol testing
- Valid VIC driver's license
- Firearms training
- First aid certificate
- Aerodrome Reporting Officer certified or eligible to obtain

If this sounds like you and you enjoy working outdoors and have a healthy "eyes and ears" approach to safety management then please upload your CV and cover letter.

Application closes: 19 January 2017

Please note: Communication from Mildura Airport will only be made if you progress to the second stage of the recruitment process, an interview.