

AVIATION MECHANIC I/II**DEFINITION**

Under general supervision, performs skilled, mechanical work in the scheduled and unscheduled maintenance, repair and overhaul of City-owned aircraft and related equipment in accordance with Airworthiness Standards prescribed by applicable Federal Aviation Regulations, Airworthiness Directives, aircraft manufacturer's guidelines, and Police Department policies and procedures.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from a Police Sergeant. This classification does not exercise supervision.

DISTINGUISHING CHARACTERISTICS

Positions in these classes are flexibly staffed and are assigned to the Air Support Unit in the Police Department. The Aviation Mechanic I is the entry level class in the Aviation Mechanic series. Incumbents perform regularly scheduled maintenance and minor repairs, while learning the special skills required to maintain and repair turbine helicopters. Incumbents are expected to progress with appropriate training, experience and satisfactory performance to Aviation Mechanic II, the journey level of the class. The Aviation Mechanic II is responsible for performing mechanical repairs and maintenance on rotary and fixed-wing aircraft; inspecting and testing rotary and fixed-wing aircraft components and systems; performing progressive and scheduled maintenance between repairs; developing and maintaining progressive records of inspections, repairs, and maintenance logs and manuals; and performing and signing off annual inspections and required Federal Aviation Administration (FAA) modifications. This classification differs from the Aviation Mechanic Leadworker in that incumbents of the latter are generally assigned lead level responsibilities. The incumbent will be required to work any shift to include nights, weekends, and holidays.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

May include, but not limited to the following:

Performs routine maintenance on rotary and fixed-wing aircraft in accordance with FAA, manufacturer and Police Department standards and regulations;

Performs diagnosis and repairs malfunctions to mechanical, electrical, hydraulic, and structural systems and components.

Inspects and tests rotary and fixed-wing aircraft components and systems to ensure turbine and reciprocating aircraft are in proper operating condition.

Performs progressive and scheduled maintenance between major and minor repairs and overhauls.

Performs emergency maintenance or repairs.
Maintains records, logs and other record keeping data.

May perform inspections and assist in required FAA modifications.

Maintains inventory of aircraft parts and tools.

Performs related duties as needed.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Federal, State and/or local regulatory requirements pertaining to rotary and fixed-wing aircraft maintenance and safety.

Theory, operation, and repair of light turbine rotary and fixed-wing aircraft engines, reciprocating engines, transmissions, electrical and fuel systems, and other rotary and fixed-wing aircraft components.

The proper use of rotary and fixed-wing aircraft repair equipment and tools, diagnostic equipment, and servicing procedures.

Occupational hazards and standard safety practices.

Skills to:

Diagnose mechanical, structural, and electrical problems, and perform repairs.

Operate computers and applicable software applications for basic data entry necessary for completion of assigned duties.

Ability to:

Maintain records, logs and other record filing items.

Read, understand, interpret, and cross-reference rotary and fixed-wing aircraft maintenance manuals, charts, graphs, and blueprints.

Perform physical work, which includes but not limited to climbing and lifting; may work under adverse weather conditions.

Communicate effectively in both oral and written form.

Understand and follow oral and written instructions.

Work independently and maintain effective working relationships.

MINIMUM QUALIFICATIONS

AVIATION MECHANIC I

Possession of a High School Diploma, GED or equivalent;

AND

Possession of a Federal Aviation Administration Airframe and Power Plant Mechanic license.

AVIATION MECHANIC II

Possession of a High School Diploma, GED or equivalent AND possession of a Federal Aviation Administration Airframe and Power Plant Mechanic license;

AND

Two (2) years of airframe and power plant work experience in turbine helicopter maintenance, repair, troubleshooting, and inspections; OR three (3) years of experience as a commercial or military aircraft mechanic performing helicopter maintenance, repair, troubleshooting, and inspections.

An Aviation Mechanic I may flex to an Aviation Mechanic II after one (1) year of satisfactory experience and upon recommendation of the appointing authority.

Special Requirement(s):

License:

Possession of a current and valid Federal Aviation Administration Airframe and Power Plant Mechanic license must be maintained for the entire term of employment in this classification

Possession of a valid Class "C" California Driver's License is required at time of

appointment, and must be maintained for the entire term of employment in this classification.

Possession of a current and valid Federal Aviation Administration Inspection Authorization Certificate (IA) must be obtained within 24 months of appointment as an Aviation Mechanic II.

Successfully complete a polygraph exam and an extensive background investigation prior to appointment.

APPROVED: (Signature on File) DATE: 9/7/2018
Director of Personnel Services

ATS:GAK:LD:tdc:2/16/00
Revised: SCM, KGP, tic, It 06/09/2016
Revised: TJM: SCM: lg 09/05/16
Revised: JC:lt: 7/16/18