

**AIRPORT PUBLIC SAFETY SUPERVISOR**

**DEFINITION**

Under direction, supervises, trains, and directs subordinates in the Airport Public Safety Division engaged in aviation security, law enforcement and aircraft rescue and firefighting operations at Airport Department facilities.

**SUPERVISION RECEIVED/EXERCISED**

Receives supervision from the Airports Public Safety Manager. Exercises supervision over Airport Public Safety sworn and non-sworn staff and contracted employees as prescribed.

**DISTINGUISHING CHARACTERISTICS**

Airport Public Safety Supervisor is the first-line supervisor class in the Airport Public Safety series. An incumbent supervises and participates in public safety functions specific to the Airport Department facilities including aviation security, law enforcement, air crash rescue and firefighting, civil defense, and other emergency airport procedures applicable to tenants and other agencies. Acts as Incident Commander during Airport emergencies until relieved.

The Airport Public Safety Supervisor differs from Airport Public Safety Officers in that the latter is the journey level class and from Airport Public Safety Manager in that the latter has full program responsibility for the Airport Public Safety unit.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

*(May include, but are not limited to, the following:)*

Plans and directs shift activities and exercises supervision over Airport Public Safety sworn and non-sworn staff.

Acts as the Incident Commander during Airport emergencies until unified command is established or relieved by a qualified ranking official.

Oversees contracted functions to ensure compliance with federal regulations and contract elements.

Facilitates fire prevention and security training programs, including field drills, classroom instruction, and meetings.

Supervises the operation of the Airport communications system and dispatches fire and security apparatus and equipment to incidents on a given shift.

Assists in the review and maintenance of various records and journals, including timekeeping, budget requests, supply requisitions, personnel records, incident reports, property damage reports, and watch activity logs.

Conducts roll call briefing, makes assignments, and issues instructions in writing, by radio, telephone, or direct contact; calls in off-duty personnel for relief or emergencies.

May act for the Airports Public Safety Manager in his/her absence.

May escort planes and other ground traffic to proper parking assignments.

May be assigned to other duties for training purposes or to meet technological changes or emergencies.

Performs related duties as required.

## **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

### **Knowledge of:**

Local, state, and federal laws and regulations governing airport safety and security operations, and the laws of arrest and the elements of misdemeanor and felony offenses and the appropriate uses of force.

The care and safe operation of firearms.

The methods and techniques of patrolling and safeguarding buildings, installations, and adjacent facilities.

The principles, practices, and techniques of organization, administration, supervision, and training.

Fire suppression, prevention, and investigative methods and techniques as applied to aircraft and aircraft-related operations and emergencies.

The operations and maintenance of firefighting apparatus and equipment.

### **Skills to:**

Operate office equipment, a computer and a variety of word processing and software applications.

Operate a firearm.

**Ability to:**

Conduct and supervise security, criminal, internal, and complaint investigations.

Use arrest and control techniques.

Complete required fire training including the use of a self-contained breathing apparatus during a live fire exercise.

Establish and maintain effective working relationships with other agencies, employees, tenants, and the general public.

Analyze and respond to a variety of emergency situations in an effective and timely manner.

Prepare reports and keep routine records.

**MINIMUM QUALIFICATIONS**

**Experience:**

Must possess a current California Department of Justice Commission on Peace Officer Standards and Training (P.O.S.T.) certification,

AND

Possess, or be eligible to possess, a P.O.S.T. Supervisory certificate

OR

Must be currently serving with at least two years of continuous service as an Airport Public Safety Officer.

AND

**Education:**

Sixty semester units from an accredited college or university in a related field.

**NECESSARY SPECIAL REQUIREMENTS**

Eligibles certified for consideration for hire will be required to pass an extensive background investigation including physical performance, polygraph, psychological, and medical exam.

Possession of a valid Class C California Driver's License at time of appointment.

Successful completion of live fire qualification using department issued firearms within 30 days of appointment.

Completion of the California State Fire Marshall Aircrash Rescue and Firefighting course (Fire Control 5), including FAA Part 139 Live Burn, within 3 months of appointment.

Completion of an American Heart Association approved CPR/AED with first-aid course within 6 months of appointment.

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Director of Personnel Services

MR/DRF/co/08/30/89  
Revised: JTC:SCM:wgm:02/20/15