



The Melbourne Airport Authority Invites Applications for
Finance Services Manager

Orlando Melbourne International Airport (MLB)

Melbourne, Florida

Executive Search Services Provided by ADK Consulting & Executive Search

The Airport

Orlando Melbourne International Airport (MLB) is a public airport located in the heart of Melbourne, in Brevard County, Florida, on Florida's Space Coast. It is owned by the City of Melbourne and governed by a seven-member airport authority which is appointed by the Melbourne City Council and the private sector. The airport has a budget of approximately \$34 million, includes no debt and receives no local tax dollars.

Orlando Melbourne International Airport covers 2,450 acres and has three asphalt runways. In the year ending December 31, 2015, the airport had just under 100,000 aircraft operations and close to a half million enplanements. MLB is recognized as "America's Fastest Growing Aviation and Aerospace Manufacturing Hub".

World-class tenants are partners with the airport and several are in the midst of new development and facilities. There are \$87 Million in capital improvements currently under design or under construction at MLB, including expansion of Embraer's facility where the Phenom 100 and 300 business jets are currently produced. In 2016, Embraer began assembling its new Legacy 450 and 500 aircraft airside at MLB. The Florida Institute of Technology Research, Science and Technology Park encompasses approximately 100 acres. Recently, Harris Corp. announced that it is keeping its world headquarters at MLB, along with several other Harris entities. Northrop Grumman was awarded the contract for the largest DOD contract in history. The design of the B-21 long range strike bomber will be designed at MLB. AeroMod International operates from MLB's state-of-the-art 83,000 sq. ft. MRO facility. General Electric Transportation, Rockwell Collins, DRS Technologies, L-3, General Dynamics and Thales Group are also located airside at MLB. The airport is currently in design for a multi-year transformation of its terminal and a new air traffic control tower.





The Airport *(continued...)*

The airport is in the second season for scheduled international service via Canada's third largest carrier, Porter Airlines, taking advantage of the facility's 40,000 sq. ft. FIS facility. Additionally, Delta Airlines, Elite Airways and American Airlines provide scheduled service.

With so much new construction, MLB is credited with replacing many of the jobs once lost by the shuttered space program. In fact, the community has experienced a significant surge in economic development which is enjoying great momentum airside at MLB.

Recently completed and ongoing airport authority projects include:

- New air traffic control tower
- Terminal transformation
- Master plan update
- Installation of 50,000 gallon fuel tanks and equipment
- Aviation facility project of \$52 million

Upcoming projects slated for 2017 include:

- Progression on the airport road connector to I-95
- Rehab RW9L – 27R
- Aircraft Hangar
- Repaving and lighting RW523
- Mill and overlay RW9R-27L



ORLANDO • MELBOURNE INTERNATIONAL AIRPORT • MLB

The Community

Florida's Space Coast

Ideally located on the Atlantic Coast of mid-Florida, residents and visitors to Melbourne and the Space Coast Beaches enjoy a world of Florida charm, nature and recreation, culture, dining, and shopping. We enjoy a year-round semi-tropical climate, 72 miles of unspoiled beaches and outdoor activities including golf, fishing, boating, swimming, surfing, camping, nature trails and more.

Considered Florida's Space Coast, it's a short drive north on I-95 to NASA, Kennedy Space Center Visitors Complex and the Astronaut Hall of Fame. This exciting, popular attraction features the Space Shuttle Atlantis, 3 different IMAX films taking you into space, and a life-size replica of the International Space Station Center. A favorite pastime is to watch rocket launches from your backyard, or better yet, from the Cocoa Beach pier.

Melbourne is only about an hour due east of Walt Disney World, SeaWorld, Universal Studios – and for the very adventurous: Gatorland. Melbourne encompasses both sides of the Intracoastal Waterway and the Indian River Lagoon, which is home to an incredible number of endangered species. Over 300 days of sunshine offer residents and visitors an ideal climate. The average temperature is 72 degrees F. The community boasts a respected school system that includes aviation magnet schools. The local FIT University not only operates an aviation school on the MLB airfield, but offers classes that include the engineering of surfing. The Atlantic Ocean provides lovely breezes that cool the summer and warm the winter.

Things to Do...

Melbourne is a unique community that features every natural Florida sport you can imagine from fishing, golfing, boating, paddleboarding and diving. The Space Coast is the surfing capital of the East Coast. The Gulf Stream runs just off the coast, providing a plethora of saltwater fishing: snook, tarpon, shark, flounder, bluefish, and sea trout. Area lakes offer the finest freshwater fish. With the nearby establishment of the professional Orlando City Soccer, soccer tournaments are gaining popularity. *(continued...)*



The City of
Melbourne





The Community *(continued...)*

The Orlando Magic NBA basketball team games are a short hour's drive away. The Grant Seafood Festival is the third weekend in February. The MLB Airshow is the first weekend in April, and the Melbourne Art Festival is held the last full weekend in April. Discover the “real Florida” at Forever Florida – a nature preserve and working cattle ranch with nature tours and up close animal encounters.

Keep your cool inside when temperatures rise outdoors. Cultural lovers can enjoy a variety of entertainment, including Broadway and celebrity performances at the Maxwell King Center (321-242-2219) and the Henegar Center of the Performing Arts (321-723-8698), to local performers at Melbourne Civic Theatre (321-723-6935) and other community theaters. Brevard Symphony Orchestra (321-242-2024) and the local municipal bands & community orchestra offer performances year-round. Many museums and galleries showcase the works of local artists and traveling exhibits. For shopping, The Avenue Viera features fashion and convenience, and the Melbourne Square Mall is a short walk from the airport. A favorite bargain spot is the Super Flea and Farmers Market. Select antiques, boutiques, specialty shoppes and unique restaurants can be found in Historic Downtown Melbourne and the Eau Gallie downtown district. Melbourne Greyhound Park is open 7 days a week, offering live dog racing from January through April.

Helpful Links:

[Melbourne International Airport](#)

[The City of Melbourne](#)

[Melbourne Visitor Information](#)

[Melbourne Chamber of Commerce](#)

[Melbourne Tourism](#)

The Position

Under general supervision, the Finance Services Manager performs professional accounting duties in the analysis, preparation and maintenance of financial records and reports and provides technical assistance to the Senior Director of Finance & Administration.

The Finance Services Manager will be called upon to perform a variety of complex highly technical accounting activities necessary for the effective management of the Airport's fiscal affairs to include professional accounting duties in the analysis and maintenance of a variety of accounting and financial records and systems, including capital and operating budgets, the general ledger and fixed assets. This position requires the ability to review and exercise independent judgment involving the use of current accounting standards and determine corrective action.

For a complete job description, [click here](#).

Position Qualifications

To be considered for this opportunity, you must have a Bachelor's Degree with a major in accounting or a closely related field with more than three (3) years of work experience in business management, finance, public administration or airport management, and two years' experience with administration of Federal Aviation Administration grants.





Compensation & Benefits:

The salary range for this position is \$47,421 - \$79,647 with an excellent benefit package including insurance, Florida retirement system, optional 457 deferred compensation plan, and relocation benefits.



How to Apply:

A. Please submit, both a **cover letter and résumé**. We require **your files to be submitted as PDF documents**. We prefer that you send both your cover letter and resume as one combined document. *Please do not send your cover letter in the body of an email.* Send your **PDF** files to ADK Executive Search at:

MLB@adkexecutivesearch.com

B. Please complete the ADK employment application form at: **[ADK Application Form](#)** (*this is a secure link*)

C. All candidates must fill out an additional application required by the City of Melbourne. You may fill out the application at **[this link](#)**.

Filing Deadline: Sunday, February 12, 2017

Only complete electronic submissions will be considered.

Email questions to:

MLB@adkexecutivesearch.com

