



Assistant Aviation Director

Eagle County, CO

Eagle/Vail Airport

Eagle, CO

(No brochure available)

How to Apply:

1. Send resume to ege@adkexecutivesearch.com
2. Respond to the Applicant Questionnaire ([EGE Applicant Questionnaire](#)) and send to ege@adkexecutivesearch.com

Deadline for application: June 13, 2016

For more details about the position: [Job Description for EGE Assistant Aviation Director](#)

Hiring range for this position is \$69,232 - \$90,002. The maximum of the range is \$110,771. A hire rate over the hiring range may be considered based on qualifications and experience.

This is a full-time position.

Directs, coordinates and supervises operations and customer services for terminal facilities. Assists the Executive Aviation Director with compliance of FAA Part 139 and TSA 1542 regulations. Monitors building activities, coordinates work with airline station managers and federal agencies, directs patrol and inspection of terminal facilities, oversees performance of service agreements, and provides for the safety and security of passengers, businesses and employees. Exercises considerable independent judgment and technical managerial expertise in directing comprehensive terminal facilities and commercial ramp operations to provide for the safety and convenience of passengers and businesses. Supports Executive Aviation Director in planning, service, marketing, public relations, business development, strategy, construction project oversight, and security operations.

Assumes role of Executive Aviation Director in absence of Aviation Director.

Required Education:

4 Year Degree

Minimum Education and Experience: Bachelor's Degree from an accredited college or university with major course work in airport management/operations, business management or related field and five years of supervisory experience in airport operations, security, safety or airline operations at a non-hub or small hub airport are required or equivalent combination of training and/or experience.

Ideal Candidate

Knowledge, Skills and Abilities: 1. Knowledge of all airport operations with special emphasis on terminal facilities and terminal operations at Eagle County Regional Airport. 2. Knowledge of departmental and local, state, and federal rules, regulations and emergency response procedures pertaining to terminal operations at Eagle County Regional Airport. 3. Understanding of radio communication. 4. Knowledge of supervisory principles and practices. 5. Knowledge of the principles of management and public administration. 6. Ability to establish a variety of operational policies and procedures pertaining to terminal operations. 7. Knowledge of marketing and public relations principles and techniques. 8. Knowledge of airline and tenant operations involving terminal facilities. 9. Knowledge of the provisions of management service agreements pertaining to airport facilities. 10. Ability to direct and coordinate airport and terminal facilities management activities to provide for the safety and convenience of passengers and business interests. 11. Ability to supervise subordinates in a manner conducive to full performance and high morale. 12. Ability to establish and maintain effective working relationships with subordinates, superiors and a variety of other public and private officials. 13. Ability to exercise judgment and discretion in the application of departmental policies and procedures to a variety of terminal facility and airport management operating circumstances, problems and conditions. 14. Ability to work and plan independently. 15. Ability to express ideas clearly and concisely, verbally and in writing. Ability to perform in high pressure decision making environment. 16. Strong public presentation skills. 17. Direct and oversee the work of others; evaluate performance. 18. Make objective judgments, exercise authority when appropriate, resolve conflict, strong computer acumen. 19. Ability to maintain confidentiality. 20. Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures or governmental regulations. Ability to write clear, concise reports, business correspondence, and procedure manuals. Ability to effectively present information utilizing computer skills and respond to questions from various groups; managers, employees, customers, tenants and the general public. 21. Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization and stressful situations may exist. Ability to interpret and provide instructions in written, oral, diagram, or schedule form. Flexibility in approach to problem solving. Must be able to attend to details amid distractions and rapidly adjust to interruptions and changes.

Certification: AAAE CM or AAE Accreditation and private pilot certificate preferred.

NOTES:

Additional Salary Information: NOTE- The hiring range for this position is \$69,232-90,002. The maximum of the pay range is \$110,771. A hire rate over the hiring range may be considered based on candidates' qualifications and experience. This position is eligible for an outstanding and comprehensive benefits package valued at 50% of compensation. Including medical, dental, vision, STD, LTD, Life Insurance, Wellness Plan, Tuition Reimbursement, Flexible Spending Accounts, Retirement Plans, Fitness Benefits and more!

About Vail/Eagle County Regional Airport - Eagle County Government

Just minutes from Vail, Beaver Creek and other world-class destinations, the Eagle County Regional Airport (EGE) gets you directly to the heart of the Colorado Rockies. Unique in many ways, EGE operates like a busy small hub airport in the winter, with Air Canada, American, Delta and United Airlines providing non-stop service to ten markets, including Atlanta, Chicago, Dallas/Ft. Worth, Denver, Houston, Los Angeles, Miami, New York/JFK, Newark and Toronto. Summer options include daily non-stop flights between EGE and Dallas/Ft. Worth, Houston, and Los Angeles. EGE's award winning, full service Fixed-base Operator (FBO), the Vail Valley Jet Center offers complete line services to visiting and based private aircraft, including customs services for international private aircraft. For additional information visit www.flyvail.com