

Fort Lauderdale Executive Airport Fort Lauderdale, Florida

The City of Fort Lauderdale
Invites Applications for Airport Manager



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THE FORT LAUDERDALE EXECUTIVE AIRPORT

Owned and operated by the City of Fort Lauderdale, Fort Lauderdale Executive Airport (FXE) is home to more than 700 aircraft, including 115 corporate jets and 40 helicopters. The facility handles nearly 160,000 takeoffs and landings per year, ranking it as one of the 10 busiest general aviation airports in the U.S.

The 1,200-acre property is home to six full-service FBOs: Aero Toy Store/Executive Jet Center, Banyan Air Service, Execuport International, Personal Jet, World Jet, and Sano Aviation. These companies provide fueling, maintenance, management and professional services to hundreds of Fortune 500 companies and small businesses.

FXE serves as a vital economic engine that makes significant contributions to the financial health of Fort Lauderdale. The airport is self-sustaining. No local property tax dollars go toward its operations, maintenance or improvements. FXE generates approximately \$7 million in annual revenue from land leases and fuel fees. In addition, the airport and its tenants pay approximately \$4 million in ad valorem property taxes each year, making them one of the City's largest taxpayers.

FXE's economic activity supports more than 5,000 jobs with an annual payroll of \$176 million. Over the past decade, FXE has completed more than 30 projects to modernize infrastructure, improve safety and security and enhance overall operations. These projects represent more than \$43 million of investments in the airport and the community. The latest project under construction is a new FAA Air Traffic Control Tower, which represents one of the most significant capital improvement initiatives in the history of FXE. The facility will improve safety, enhance aircraft operations and incorporate advanced technology to maximize resources and efficiencies. The project also represents a major investment to enhance FXE's competitive business advantage.





THE COMMUNITY

Encompassing more than 33 square miles with a population of 170,000, Fort Lauderdale is the largest of Broward County's 31 municipalities and the eighth largest city in Florida. Embraced by the Atlantic Ocean, New River and a myriad of scenic inland waterways, Fort Lauderdale truly lives up to its designation as the "Venice of America."

An advantageous economic climate is helping the City of Fort Lauderdale establish itself as a world-class international business center and one of the most desirable locations for new, expanding or relocating businesses. Once known strictly as a tourism-based economy, Fort Lauderdale now supports a diverse range of industries, including marine, manufacturing, finance, insurance, real estate, high technology, avionics/aerospace, film and television production.

Fort Lauderdale also offers an outstanding quality of life, highlighted by a semi-tropical climate, rich natural beauty and array of cultural, entertainment and educational amenities. Blessed with over 3,000 hours of sunshine each year and pleasant year-round ocean breezes, world-famous Fort Lauderdale Beach offers premier opportunities for recreation, relaxation and enjoyment. The picturesque Riverwalk serves as the cornerstone of the City's arts, science, cultural and historic district which features the Broward Center for the Performing Arts, Museum of Discovery and Science, Museum of Art and Old Fort Lauderdale Village and Museum. Las Olas Boulevard has gained international acclaim as Fort Lauderdale's centerpiece of fashion, fine dining and entertainment. In addition, the City's downtown area is home to Broward Community College, Florida Atlantic University, Florida International University, the award-winning Broward County Main Library, federal, county and school district offices.

Through the cooperative efforts of residents, businesses and local government, Fort Lauderdale has evolved into a City that offers the best of both worlds - an attractive business environment and an outstanding quality of life. Fort Lauderdale is a great place to live, work and raise a family, and the City looks forward to continuing to build upon its success to meet the challenges of the 21st Century and beyond.



THE POSITION

The Airport Manager is primarily responsible for achieving maximum utilization of the City's Airport, Helistop, and Industrial Park facilities and property, and for operating and maintaining these facilities. The successful candidate will have the ability to work effectively with and maintain communications with elected and appointed officials, various government agencies (federal, state and local), subordinate personnel, and personnel from other departments, as well as the general public and Airport and industrial Park tenants.

Within the scope of responsibilities, the Airport Manager:

- Plans, organizes, directs, supervises and coordinates subordinate personnel in the operation and maintenance of the Fort Lauderdale Executive Airport and Helistop, as well as the promotion and development of the Fort Lauderdale Industrial AirportPark.
- Establishes and updates goals and objectives and establishes or recommends the adoption of standards, procedures, forms and regulations.
- Promotes the use of the Airport and industrial Park facilities by seeking persons who may be solicited as prospective tenants, negotiating leases, preparing and presenting proposals for lease of Airport and Industrial Park Property to City officials, the appropriate boards and committees, and to the City Commission.
- Makes recommendations and decisions regarding operational maintenance policies, expenditures, plans, and other administrative matters as they affect the division to include preparation and administration of the division budget.
- Serves as staff liaison to the City Commission Appointed Aviation Advisory Board; prepares monthly meeting agenda and minutes.
- Directs the preparation of various monthly, annual and other reports.
- Coordinates with other departments to obtain necessary support activities such as security, engineering services, financial and accounting services, airport property maintenance, legal services, etc.



JOB REQUIREMENTS:

Candidates must have a Bachelor's Degree in aeronautics, business, public administration, or other appropriate field from an accredited four (4) year college or university; at least five (5) years of experience in airport management and operations, and possess or previously have held a valid E.A.A. private license as a private pilot.



SALARY & BENEFITS

The salary will be commensurate with experience. An excellent benefit package is provided including a car allowance and the city's contribution of 9% into the employee's 401A retirement plan. Employee participation is not required. Florida does not have a state income tax.

HOW TO APPLY

- A. Please submit, in PDF format, a cover letter, resume, and a minimum of five professional references. The references should be diversified and include at least one individual whom you have worked directly for and one individual who has reported directly to you. Include their contact information (email and telephone number) and specify your working relationship with them. Send to ADK Executive Search at: FXE@adkexecutivesearch.com
- B. Please complete the online ADK employment application form at: [ADK Application Form](#) (this is a secure link).
- C. Your submission should include a separate supplement (in PDF format) with responses to the following:
 1. What is the size of the organization(s) you have served in the number one position including the operating budgets and staff? How do these experiences relate to the size and mission of the position at FXE? Do you have experience working at a city-owned facility?
 2. Experience in the management and development of non-aeronautical revenue sources is a requirement for our new Airport Manager. Describe your specific experiences in this area.
 3. This position requires a unique combination of business acumen and operational experience in the management of a high-end corporate aviation airport. Why do you feel this position is right for you?



Filing Deadline: Open Until Filled

Please direct questions to FXE@adkexecutivesearch.com