



**EL PASO**  
INTERNATIONAL AIRPORT

The City of El Paso invites applications for  
**Aviation Business & Finance Assistant Director**

El Paso International Airport (ELP)  
El Paso, TX

*EXECUTIVE SEARCH SERVICES PROVIDED BY ADK CONSULTING & EXECUTIVE SEARCH*





## Airport

**El Paso International Airport (ELP)** is the gateway to West Texas, Southern New Mexico, and Northern Mexico. It provides scheduled commercial air service to thirteen destinations in the U.S. by way of seven airlines: Alaska, Allegiant, American, Delta, Frontier, United, and Southwest with an average of 50 daily departures and nine weekly departures to 13 non-stop destinations and 16 airports nationwide.

ELP is a self-supporting department of the City of El Paso, Texas. The small-hub airport served 3.5 million total passengers in 2019. Passenger traffic recovery post-pandemic has been strong and CY22 traffic to date has out-performed 2019 traffic by 4%.

The Airport has three runways, two of which are for commercial air carriers: Runway 4-22 (12,010 feet) and Runway 8R-26L (9,025 feet). Runway 8L-26R is 5,493 feet long and is designed for small general aviation aircraft. Air cargo service is provided by three carriers: FedEx, UPS, and DHL. General Aviation services are provided by two fixed-based operators, Atlantic Aviation and Million Air.

### History

El Paso International Airport was founded in 1928, known at the time as El Paso Municipal Airport. City leaders were inspired to establish the airport after a visit by Charles Lindbergh in 1927. In 1941, a new terminal was built and served El Paso through the 1960s. In 1968, EPIA opened the nation's first "new model" 180-foot control tower designed by world-class architect I.M. Pei. In 1971, the terminal was expanded with two concourses and the main entrance lobby. The Airport was renovated once again in the 1990s with the copper roof adobe-style architecture, a nod to the original 1941 terminal. In 2004 a consolidated security checkpoint was added and by 2010, concessions expanded to include a food court in concourse B. In 2016, the Rental Car Center was completed and featured a consolidated ready return facility and three levels of parking, increasing available cars for rent. The consolidated baggage inspection system, built in 2019, modernized and enhanced baggage screening efficiency.

### Non-Aeronautical Revenue

ELP is also the site of a wide variety of non-aviation commercial activities. Situated on 6,800 acres, with 3,450 acres combined available land over five property districts focusing on aviation, technology, manufacturing entertainment, logistics, and more. ELP is primed for major growth building on the existing 600-acre fully developed industrial park, seven hotels, and numerous industrial and commercial sites on the south side of the terminal complex.





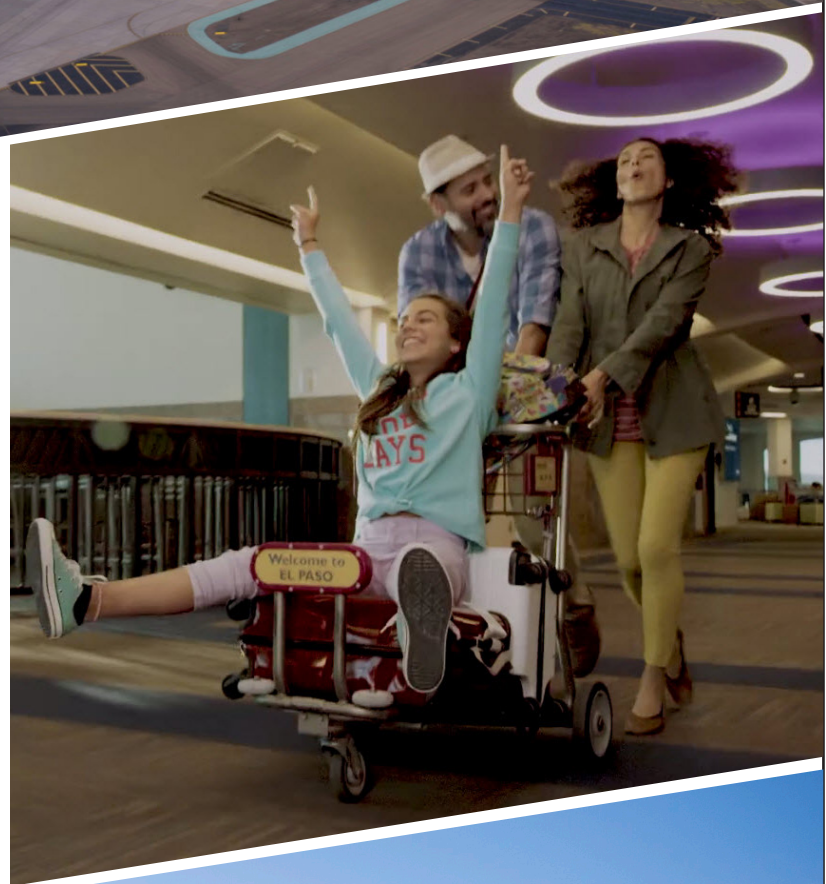
## The Airport *(continued)*

Nearly three-fourths of the airport's budget come from non-aeronautical revenue, combined with fiscally responsible spending results in ELP's low cost to operate for the airlines. Both ELP landing fees and cost per enplaned passenger (CPE) are well below national averages, which is part of the strategy to entice more air service and remain a great place to do business. Since the pandemic, we have added 33 new leases and one land sale; total combined is valued at \$75.8 million to be generated over the next forty years.

Recently, Standard & Poor's (S&P) Global Ratings has increased the airport revenue bonds to a rating of "A+," increasing the Department of Aviation's rating outlook status to strong. This is a reflection of the airport's enplanement recovery, strong management, and steady financial and operational performance. ELP's leaders and staff are led by a strong framework of long-term planning, continuous monitoring, and agile response to external factors.

### Investment

With the vision to grow the core business of air transportation, EPIA has invested over \$156 million in capital improvement projects over the past five years. Completed projects include the Landscape and Architectural Lighting Project, the re-pavement of the Airport's longest runway 4-22, the Checked Baggage Inspection System, and the Consolidated Rental Car Facility. Thirteen additional amenities and customer service programs have been integrated into the air travel experience, including pet relief areas, nursing rooms, and a Mobile App for assisting passengers who are blind.







## The Community

Located at the westernmost edge of Texas along the Rio Grande River, El Paso is recognized as the nation's safest city with a population of over 500,000. This thriving community is aptly referred to as "Sun City" – a moniker derived from the 300+ days of sunshine experienced annually. El Paso is a dynamic and vibrant community whose location on the US-Mexico border provides the City with a culturally diverse population and a rich heritage that embraces the past while building for the future. El Paso is considered the "best of two nations," and is a warm and friendly mosaic of cultures, traditions and ethnic groups. El Paso's extraordinary growth has been credited to the development of an integrated international trade region universally known for its great climate, scenic landscapes, affordable cost of living, and as a culturally blended and unique community. The City of El Paso (CoEP) was incorporated in 1873, and spans over 255 square miles. Located at the confluence of two countries, the United States and Mexico; and three states, Texas, Chihuahua, and New Mexico, the City of El Paso serves just under 700,000 residents. The City of El Paso is the 22nd largest city in the United States and the 6th largest city in Texas. As part of the largest binational metroplex in the Western Hemisphere, the City of El Paso serves as the epicenter to a global, cultural and economic population of 2.5 million people. Among the fastest growing metropolitan areas in the nation, the City engages in systemic processes, empowering effective planning and increasing efficiency in order to be ready to respond to emerging changes.

The City's unique organizational culture embodies an unwavering resilience rooted in people, unified, and determined to face and overcome challenges and adversity, together, and realizing far-reaching goals. An urban island, El Paso is geographically isolated from other major urban areas in Texas. Since 1997, El Paso has consistently ranked as one of the safest cities among cities larger than 500,000, according to the FBI standardized crime reporting. El Paso has the only level 1 & 2 Trauma Centers within a 270-mile region. In the area of economic development, the City targets industries that align and advance its Mission. The City Council actively supports economic developments through the deployment of various development agreements to attract, retain, and /or expand businesses to achieve the City's Vision. The City of El Paso relies on its deeply ingrained and treasured sense of community, connection and self-sufficiency to accomplish the work of the organization for the community.



## The Community (*continued*)

Transportation assets include Sun Metro (regional transit system), an international airport and three international bridges into Mexico. Combined with Ciudad Juárez, El Paso's sister city in Mexico, the population exceeds 2.7 million and the area is recognized as a major international hub for health care, education, distribution and cultural arts. The overall crime rate has continued to decrease despite the City's constant growth within its 255.3 square miles of land area. Recent accolades include #1 Best Run City (WalletHub, 2017) and Top Best Performing Cities in the U.S. for Job and Income Growth (Forbes, 2017). The El Paso Independent School District is the largest district in the Texas Education Agency's Educational Service Center - Region 19. With more than 50,000 students in 80 campuses, EPISD is the 12th largest district in Texas and the 61st largest district in the United States. It also is El Paso's largest non-military employer with more than 9,000 employees. The City is home to five campuses of the El Paso Community College and the University of Texas at El Paso which has an enrollment of more than 20,000 students. Texas Tech University Health Sciences is the only four-year medical school located on the US/Mexico border. El Paso is filled with many attractions that residents and visitors enjoy alike. For sports enthusiasts, the City has a new AAA baseball stadium that opened in 2016. El Paso is also home to the Sun Bowl Stadium where many events occur, including college football games and other sporting events, and the nationally televised Sun Bowl Game held each year. Located in El Paso are amusement parks, state parks, the El Paso Zoo and the El Paso Symphony Orchestra. At the heart of the City is the Franklin Mountains State Park, the largest urban state park in Texas. The United States Army's Fort Bliss is rapidly growing, currently the second largest military installation in the nation and an anchor of the local economy and its economic stability. To learn more about the City of El Paso, please visit their website at <https://www.elpasotexas.gov/>

***The City of El Paso's mission is to deliver exceptional services to support a high quality of life and place for our community***



**700K**  
Population



**\$512.7M**  
City Budget



**7,487**  
FTEs



**255**  
Total Area  
in SQ. MI



**22<sup>nd</sup>**  
Largest City  
in U.S.







## The Position

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The Aviation Business & Finance Assistant Director performs highly responsible management of the business, financial, budgets, accounting, revenue generation, procurement, investments, funding, airline rates and charges and administrative work for El Paso International Airport. The Assistant Director directs and manages the financial planning, budget management and analysis functions and supervises record-keeping and the preparation of accounting reports and financial statements. This position leads negotiation of agreements with Airport tenants, including airlines, directs inspection of Airport properties to ensure compliance with lease agreements and serves as liaison between the Department and airline representatives. The Assistant Director manages the Department inventories and warehouse and conducts cost-benefit and statistical analysis as needed. The candidate analyzes personnel, equipment, supplies and maintenance cost to justify deviations from allocations. The Assistant Director manages the Passenger Facility Charge (PFC) program. Important functions of this position are to develop and implement short- and long-term strategies to maximize airport revenues, and to research and evaluate the development and maintenance of internal controls. The Assistant Director manages and provides direction and guidance to assigned staff including scheduling work, appraising performance, providing training and development opportunities and identifying and resolving conflicts. This position also recommends hiring, discipline, termination, pay increases, promotions and other employee actions.





## The Ideal Candidate

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The Ideal Candidate for this position will have a 4-year degree, from an accredited college or university, with a major in Business, Public, or Aviation Administration, Finance, Accounting or a related field and at least 6 years of professional aviation finance administration or properties experience, 2 of which are in a supervisory capacity. The successful candidate will have considerable aviation industry/management knowledge, focusing on finance and revenue generation. The candidate will have considerable knowledge and experience in industrial and commercial real estate management as well as lease agreements and contract law. The candidate will have considerable knowledge of accounting and finance principles, rates and charges, risk management and personnel management. The candidate will have good knowledge of aviation cost service and allocation and rate design as well as federal civil airport operation and development regulations. The candidate will be able to interpret and analyze complex financial and technical data and information and experience and knowledge of computer hardware and software as related to financial and airport operations. The candidate will also be able to communicate effectively both orally and in writing and to develop reports and make presentation. The Ideal Candidate must be able to establish and maintain effective working relationships with officials, tenants, regulatory agencies, department employees and the public. The successful candidate must be able to obtain and maintain a valid Texas driver's license.

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

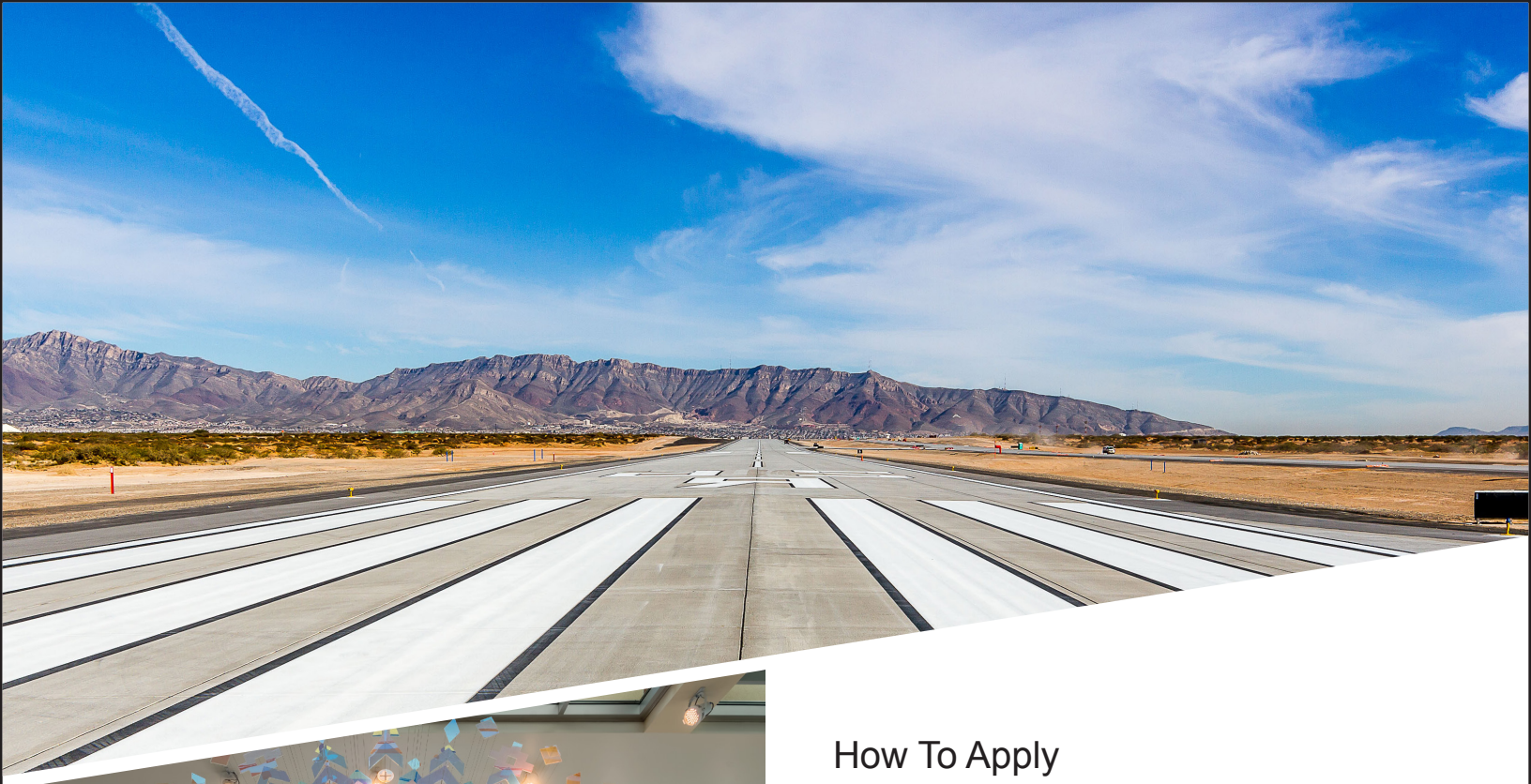
## Salary & Compensation

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The salary range for this position is \$91,480 - \$163,130 with an attractive range of benefits. A starting salary near the top-of-range is possible for the exceptional candidate. Relocation assistance is available.







## How To Apply

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To apply online, [click here](#).

**Deadline for applications: January 22, 2023**

The contacts for this search are:

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**Please note:** After your application is complete, you will receive an important email from us. Please check your inbox and your junk/spam folder, and if you have not received our email, please notify us at:

[admin@adkexecutivesearch.com](mailto:admin@adkexecutivesearch.com).

The City of El Paso is an equal opportunity employer.

