

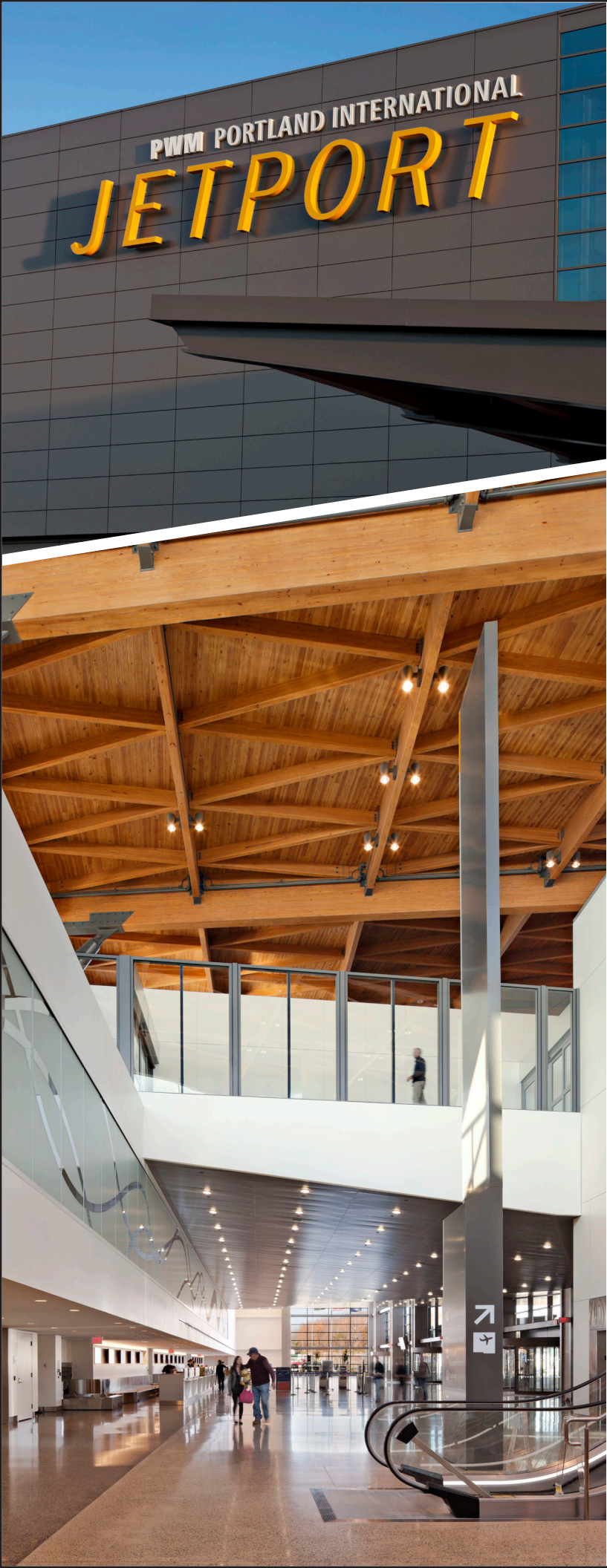


**Maine's
Home
Airport.**

The City of Portland invites applications for
Deputy Director, Facilities and Engineering

Portland International Jetport (PWM)
Portland, Maine

EXECUTIVE SEARCH SERVICES PROVIDED BY ADK CONSULTING & EXECUTIVE SEARCH



The Airport

Mission

The Portland International Jetport commits to be a premier New England airport. We will provide a convenient, safe, and environmentally-conscious gateway that exceeds our travelers' expectations while reflecting the essence of the Maine Experience.

Portland International Jetport is a commercial service airport encompassing 806 acres and is served by ten airlines, representing three world alliances, and one air cargo carrier. The airport processed 1.9 million passengers in 2022, almost at 2019 levels. It is the busiest airport in the state of Maine and recognized by the FAA as a small hub airport. Thirty-one cities are served with nonstop service from Portland.

Like most airports the Jetport saw significant declines in passenger traffic in 2020 due to COVID-19. Given its leisure appeal, the Jetport has quickly returned to pre-pandemic traffic levels with traffic since July 2021 being at 2019 levels. 2023 is forecasted to be the busiest year in Jetport history.

The facilities on the airport are the work sites for nearly two thousand people conducting a variety of aviation and non-aviation related business and providing the region with approximately \$1 billion in annual economic impact. The airport employs 46 union employees, and 12 non-union employees. The airport also holds contracts with service providers for custodial, parking, baggage handling system management and maintenance.

In 2010, the Jetport completed a \$77 million expansion, effectively doubling the size of the terminal building, allowing for growth opportunity for additional air carrier service. In 2013, airport staff completed a comprehensive strategic plan that culminated in a vision and set of values focused on passenger air service development and a renewed focus on providing a world class passenger experience. Most recently, the airport has begun a Master Plan update, which is an important document that charts the facility's next 20 years of growth.



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The Airports (*continued*)

In 2015, 2017 and 2018, the Airport was recognized by Airports Council International's Airport Service Quality Awards as the Best Airport in North America for customer service for airports under 2 Million Passengers. The Jetport has also earned the same award in 2019, 2020, and 2021 in the 2-5 Million Passenger category. Current and upcoming capital improvement projects in the near future include:

- Terminal modernization and upgrade project for Gates 1 thru 6.
- Airfield Improvement Projects: This overall project, with multiple phases, includes terminal apron reconstruction and expansion, taxiway improvements, and the expansion of the long-term hold, deicing, and RON apron parking.
- The establishment of a Federal Inspection Services/U.S. Customs and Border Protection facility in the passenger terminal.
- Relocation and expansion of Airport Administration Offices.





The Community

Lighthouses, lobsters, and surf crashing on the rocky shore - these are the enduring images that come to mind when people think of the classic Maine seacoast. Here in Greater Portland, you'll absolutely experience the quintessential Maine coast, as well as an urban sophistication that's creating quite a stir. TripAdvisor named Portland one of the Top 10 Destinations, based on positive feedback and interest shown by their well-traveled community.

The Portland region has earned its shining reputation. The city has been recognized on "best of" lists for entrepreneurs, families, and green living. Portland has been recognized for its diversified economy, accessible medical services, and banking and educational institutions. With its thriving technology sector and strong arts and food scenes, it represents a thriving, culturally charged city that draws people from all regions and backgrounds.

With its heady mixture of artistic and outdoor adventures, our region is stylish and sophisticated, yet remains genuine and unpretentious; a place where grey flannel and plaid flannel coexist companionably. And underlying the latest tech, fashion, and culinary scene is a deep sense of continuity. Here you will experience the character of a region that blends the present with a very special past.

Performing Arts - When it comes to performing arts, Greater Portland's calendar is always full. The city is known for its professional excellence in theater and music. It attracts audiences from all over Maine and beyond to summer concerts, winter holiday celebrations, and world-class musicals, plays, performance pieces, video shorts, and original works delight and impress audiences in downtown venues and community theater establishments.

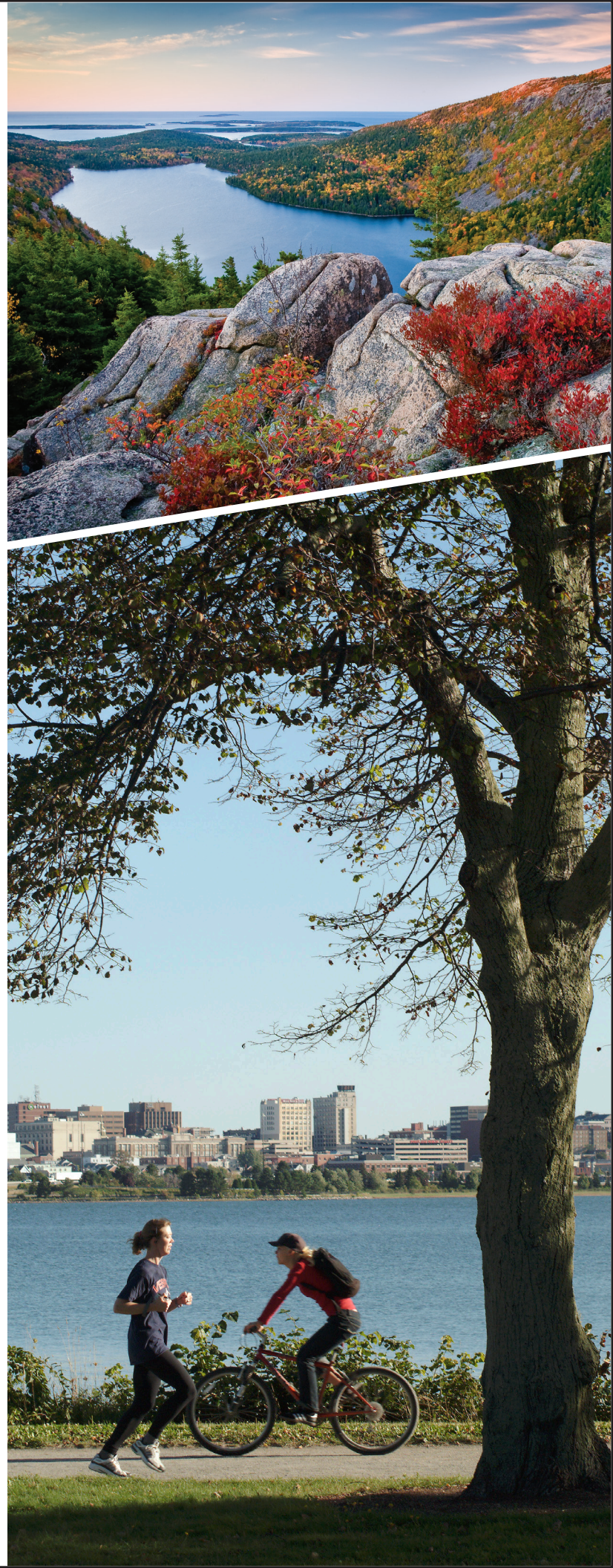


The Community (*continued*)

Dining - Nationally-lauded restaurants, local hidden gems, pubs tucked away in restored historic buildings, street food and lobster shacks – it's all here to sample. Add to that a large selection of dining options at the water's edge with ocean views, and you have a palatable combination. Long known for serving the freshest of lobster and seafood, Maine has now gained a national reputation for its innovative restaurants, craft beers, and growing number of award-winning chefs. With five James Beard Award-winning chefs, and more in contention for the prestigious award this year, it's partly the culinary scene awaiting you that makes this part of Maine such a unique experience. It's also the freshest of ingredients, including lobster and fish right off the boat, and farm fresh vegetables and herbs, bursting with natural flavor. Farm-to-table, sustainable seafood, community-supported agriculture - in Maine these aren't trends, they're traditions. The New York Times named Maine "one of the best places to eat in the Northeast" and The Huffington Post dubbed Portland one of the "13 Greatest Destination Food Towns in America." From the bounty of our locally grown and harvested foods to our high-quality specialty products, to our creative chefs, the time is ripe to taste how much Maine has to offer.

Sports - Spectator sports fans of all stripes love coming to Portland to catch a game. The Maine Red Claws are the NBA D-League affiliate of the Boston Celtics. The team plays its home games at the Portland Exposition Building. Portland Sea Dogs are the Eastern League Double A Affiliate of the Boston Red Sox. They play all home games at Hadlock Field in Portland, and consistently draw over 400,000 fans each summer. Those whose tastes are less mainstream will find alternatives from harness racing to roller derby, to tobogganing outside the city.

Outdoors - The state of Maine offers endless outdoor adventure year-round. In warm months, explore the coast, mountains, woods, rivers and lakes by kayak, bike, or seaplane. Spot a majestic moose while camping or hiking. Relax at one of our sandy beaches. In winter, set out on snowshoes, ski and ride on some of the best slopes in the East or snowmobile through the wilderness on miles of trails.





The Position

The Airport Deputy Director, Engineering and Facilities reports to the Airport Director and is a member of the senior management team of the City of Portland, Portland International Jetport (PWM). They are responsible for managing all Jetport facilities including its buildings, roadways, signage, aprons, taxiways, runways and grounds. They provide leadership in planning, assessing and implementing capital projects, as well as facility repair and maintenance. The Deputy Director assigns work and manages engineering and facilities staff. This position supervises the design, bidding and construction of capital improvement projects. In some cases, they develop design plans and specifications. The Deputy Director also writes proposals and bid requests for both equipment and professional services.

They review tenant requests for modifications to leasehold spaces and work with tenants to ensure proposed designs follow City guidelines. The Deputy Director supervises the computerized energy management system in all department buildings and recommends changes and upgrades as needed. They manage the transportation information display system as well. The Deputy Director is responsible for procuring and maintaining passenger boarding bridges, baggage handling systems, elevators, escalators, public address systems, electrical distribution and lighting, the chiller and heating plants, flight information displays, and airport computer network, as well as the Jetport contract cleaning program. They manage the bid activities for rental car providers, cleaning services, food and beverage and gift shop concessions. They also assist tenants with estimates for work, as well as respond to maintenance questions.

The Deputy Director maintains the drawing library of the Jetport and maintains and updates AutoCad files and database. They plan, develop and implement the Department's energy conservation programs.



Preferred Qualifications & Experience

- Graduation from a 4-year college or university with a degree in engineering;
- At least 5 years' experience in managing facilities;
- At least 5 years' experience in managing design and construction professional employees;
- Experience in writing specifications, installing, operating and maintaining electrical and mechanical systems in a large industrial facility;
- Thorough knowledge of construction and building related sciences;
- Thorough knowledge of HVAC, electrical and computer-based energy management systems;
- Knowledge of building, fire, electrical and plumbing codes applicable to a large facility;
- Knowledge of applicable Federal Aviation Regulations;
- Ability to manage, plan and supervise the work of design professionals, contractors and maintenance staff;
- Ability to develop and implement inventory control and energy conservation systems;
- Ability to effectively communicate, orally and in writing;
- Ability to climb stairs and physically access facilities, above and below ground; and
- Proficiency in the use of AutoCad, Microsoft Excel and Word;

Special Requirements

- Professional Engineer certification by the State of Maine;
- Must obtain a state of Maine driver's license within 6 months of employment, as well as have a good driving record; and
- Ability to pass and maintain a Transportation Security Administration (TSA) criminal background check in to obtain an Airport security badge.

Click here for more information on transferring your PE to the State of Maine link <https://www.maine.gov/professionalengineers/licensing/professional-engineer-licensing#comity>

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



PWM PORTLAND INTERNATIONAL JETPORT

Salary and Benefits

The salary range for this position is \$87,000 to \$110,500. A starting salary at or near the top-of-range is possible for the exceptional candidate. Also included is an excellent benefits package. To review the benefits Guide, [click here](#). Relocation assistance will be offered.

How To Apply

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

Deadline for applications: July 16, 2023

The contact for this search is:

Rod Dinger, A.A.E.

rod@adkexecutivesearch.com

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.

The City of Portland is an equal opportunity employer.

