



METROPOLITAN TOPEKA AIRPORT AUTHORITY
TOPEKA REGIONAL | BILLARD AIRPORT
AIRPORT & BUSINESS CENTER

Topeka Regional Airport & Business Center, Bldg. 620
6510 SE Forbes Ave., Ste. 1, Topeka, KS 66619
Phone :: 785.862.2362 | Fax :: 785.862.1830
mtaa-topeka.org

Class Title: Maintenance I

Position Summary:

Will perform work involving the skills of maintenance or craft occupations to machines, mechanical, or structures. Maintaining buildings and grounds and other duties as assigned. The Maintenance I is classified as a Fair Labor Standards Act (FLSA) non-exempt position.

Essential Job Functions:

- Use hand tools and power tools.
- Perform routine preventive maintenance.
- Operate equipment like trucks, mowers, etc.
- Basic carpentry, plumbing, electrical
- Working knowledge of FAR Part 139 and TSR Part 1542
- Work with others, and follow instructions
- Able to work in all weather conditions

Required Qualifications:

- High school education/ G.E.D., and a minimum of one year of work experience.
- Effective communication skills
- Able to work independently and efficiently under general supervision
- Requires a valid driver's license and a driving record free of significant moving violation and be able to pass a back ground check.
- Must be able to obtain CDL B with air brakes.

Desirable Qualifications:

- Perform General Physical Activities.
- Communication with Supervisors and Peers

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise balance the workload. Requires standing, walking and heavy lifting. Handle tools or controls. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Exposure to sounds and noise levels that may be distracting or uncomfortable. Working in very hot or very cold temperatures. Working in cramped work spaces and getting into awkward positions. Requires meeting strict deadlines, working with others in a group or team, responsibility for the health and safety of others, wearing common protective or safety equipment, job tasks are performed in close physical proximity to other people. **Individuals must be able to pass a Triple (III) and/or CHRC Fingerprint background check.**

Signature

Date