



Job Title: Maintenance Tech / Piper Tech Rep **Salary Range:** \$
Status: Full time - hourly **Department:** 120 - Maintenance
Reports To: Turboprop Team Lead **Edited Last:** June 26, 2014

SUMMARY: Inspect, test, repair, maintain, and service aircraft using test equipment and hand tools, as needed, to return aircraft to service per FAA and manufacturers specifications. Leads Piper and other small aircraft jobs (<250 man hours). Assist Piper operators who are situated in Western Aircraft territory providing technical support, detailed instruction and maintenance planning aids.

KNOWLEDGE, SKILLS & ABILITIES:

- Proficient understanding of Federal Air Regulations (FAR) pertaining to his/her daily job
- Ability to fill out work order/required paperwork
- Ability to complete assigned tasks in reasonable amount of time
- Proficient sheet metal capabilities
- Advanced electrical troubleshooting capabilities
- Advanced troubleshooting abilities
- Mastery of inspection procedures
- Proficient in use of parts, maintenance and structural repair manuals
- Ability to follow directions
- Advanced communication skills
- Demonstrates leadership abilities
- Exhibits conflict resolution skills
- Requires minimal supervision

GENERAL:

- Maintain high level of communication by responding quickly to questions from customers, technicians, management and other departments
- Work at a fast pace and occasionally stressful environment while maintaining a high degree of flexibility, accuracy and attention to detail
- Maintain a positive work environment by facilitating open communication with Western Aircraft leadership, scheduling, technical staff and the customer
- Promotes & enforces company safety standards, rules and policies
- Must be willing to undertake new responsibilities as business needs change
- Ability to travel occasionally

RESPONSIBILITIES:

- Leads small jobs (<250 man hours) and prioritizes work flow
- Makes technical decisions regarding discrepancies and job flow
- Utilizes outside technical resources as required

- Ensures proper care of customer property at all phases of maintenance work
- Works overtime as required without request to ensure the project delivers on time
- Accurate completion of required paperwork and work order details in Corridor computer system
- Orders parts using Corridor as requested by job lead
- Continually keeps clean and organized work area including personal tool box
- Participates in on call program and all training required to be part of the program
- Meets flat rates for most of his/her assigned tasks
- Utilizes support equipment in a safe manner to accomplish work tasks
- Understands and follows all safety procedures
- Responsible for completing training syllabus for advancement to next level
- Performs other duties as assigned
- Ability to travel as occasionally as needed to support customer base.

EDUCATION/ EXPERIENCE:

- Airframe & Powerplant Certifications required
- 4-6 years working in Business Aviation
- Must possess specific knowledge on Piper airframes
- Possess a solid understanding of aircraft avionics and aftermarket upgrades in Piston and Turboprop aircraft
- Ability to interpret and navigate maintenance manuals, service bulletins, and technical directives

BEHAVIORS:

- Ability to work independently and as part of a team
- Able to handle change and critical deadlines well
- Process and results oriented; organized; critical thinker, multi-tasker
- Good problem solving skills must be demonstrated with good follow-through required on communication and project completion
- Ability to handle multiple projects simultaneously, changes and deadlines
- Customer focused/Service Oriented
- Positive attitude
- Customer property awareness
- Professional Appearance and Demeanor; must present self professionally and courteously with internal and external customers
- Requires minimal supervision, direction & training

OTHER:

- Pass pre-employment drug screen
- Pass pre-employment background check
- Ability to obtain Airport Issued security badge
- Valid Driver's License

WORK ENVIRONMENT:

- Work is performed in an aircraft hangar environment with moderate noise level. The employee is frequently subject to inside environmental conditions, which provide protection from weather conditions but not necessarily from temperature changes.
- This position requires occasional fieldwork; the employee is exposed to outdoor

weather and industrial type noise conditions

- Constantly requires clear vision to read printed materials and computer screen to accomplish work
- Ability to lift and carry up to 50 pounds
- Frequent standing, sitting and walking – often for extended periods of time
- Climbing and bending at the waist, crawling, kneeling, reaching, pushing, pulling and working at heights; Reaching overhead, above the shoulders and horizontally
- Dexterity of hands and fingers to operate valves, levers, power tools and equipment
- Constantly requires clarity of speech and hearing, which permits the employee to communicate effectively.

ESSENTIAL FUNCTIONS:

- Performs routine maintenance and inspections on general aviation aircraft
- Accurately fill out work order/required paperwork for aircraft maintenance and inspections
- Leads small jobs (<250 man hours) and prioritizes work flow
- Makes technical decisions regarding discrepancies and job flow
- Ability to lift and carry up to 50 pounds