

JOB TITLE: Public Safety Officer
REPORTS TO: Chief of Public Safety
CLASSIFICATION: Non-Exempt Full Time/Union
DATE APPROVED: January, 2022

Job Summary:

Responsible for the safety and security of the airport by providing law enforcement, aircraft rescue firefighting, emergency medical assistance and airport operational duties on airport property.

Essential Functions

Law Enforcement

Maintains public order, prevents crimes, enforces laws and airport regulations, and conducts investigations.

Protects life and property and provides public safety within departmental policies and directions.

Mediates disputes in civil or criminal matters, using sound judgment.

Performs crowd and riot control activities, including evacuation, as necessary.

May be required to use force to subdue suspects or for public protection.

Works effectively with federal, state, county, and city governmental agencies.

Performs tasks mandated by federal government pertaining to civil aviation security regulations.

Completes safety and security inspections of facilities, access and egress, patrols parking lots, roadways gates and ramps.

Provides assistance and information to the public.

Monitors commercial vehicle operations and traffic control in terminals and on roadways. Enforces safety and security regulations and policies.

Enforces federal, state, and local ordinances on Airport Authority premises. Enforces Airport Authority Rules and Regulations.

Acts as Airport Security Coordinator (ASC). Performs duties required to comply with TSA rules and regulations. Responds to security screening area as needed.

Testifies in court during legal proceedings; may perform criminal, narcotics and drug enforcement investigations.

ARFF and Emergency Services

Protects life and property from the effects of fire; performs firefighting, rescues, emergency medical, and fire prevention functions.

Performs first aid and lifesaving duties as required. Responds to and mitigates emergency medical calls.

Fights, controls, and extinguishes aircraft, natural cover, miscellaneous fires and performs rescue operations.

Assists FAA and NTSB in any aircraft incident.

Maintains station facilities and minor maintenance repairs on all firefighting apparatus.

Maintains apparatus and equipment for the airport. Drives and operates aircraft crash rescue and structural firefighting apparatus.

Participates in required trainings and maintains physical fitness standards pursuant to Standard Operating Procedures.

Operations

Monitors airfield, perimeter, terminal and grounds safety and security to ensure compliance with Federal regulations and airport rules, policies and procedures.

Monitors weather, wildlife activity and movement of aircraft.

Opens and closes airport movement areas as conditions warrant; issues Notices to Airmen (NOTAMs) and notices Air Traffic Control Tower of same; coordinates snow removal and calls in staff as needed; assists in staffing and operation of snow desk and responds to emergency situations until relieved.

Patrols airfield and all property for wildlife risk to aircraft safety. Takes appropriate action to reduce potential aircraft strike incidents, from hazing, trapping, depredation and removal of wildlife.

Provides directions and communicates with air carriers, tenants, concessionaires, contractors, passengers and other airport users in order to obtain compliance and maintain safety.

Applicable to all

Completes appropriate documentation for reporting as required by department procedure.

Responsible for receiving, responding and/or transferring emergency calls for assistance on airport property. Uses telephone, radio, various software programs, databases and electronic equipment specific to the airport to gain information.

Utilizes various software programs, databases, and electronic equipment specific to the airport to gain information needed for dissemination and to monitor various activities.

Participates in training as required by department procedures.

Shall maintain all minimum required certifications and licenses.

Required to follow all Standard Operating Procedures

Performs related duties as required or directed.

WORKING CONDITIONS:

Work environment is dictated by the activities of the airport, duties will occur both indoors and outdoors, under sometimes adverse weather conditions. Extended periods in difficult work environments may occur as a result of emergency conditions. The position may intermittently be subject to stress as a result of critical time schedules, human behavior, and emergency conditions.

This position may be required to work a 24-hour shift. Work is required on weekends and holidays. Airport work is 24 hours a day, 7 days a week, 365 days per year. This position is subject to work outside traditional hours and extended operating days.

Requires occasional heavy lifting, up to 165 pounds.

Requires standing, climbing, walking, reaching, stooping, crouching, kneeling and crawling. Raises, lowers and climbs ladders.

Requires worker to perform duties above and below ground level.

Work environment noise level is frequently loud. Requires hearing which falls within normal limits for both pure tone and speech, per audiogram.

Works around 480, 3 phase power and electric generating plants.

May be exposed to toxic chemicals, noxious odors and vibrations due to the nature of the job.

Required Knowledge, Skills, Abilities

Knowledge of general security requirements and police techniques necessary for maintaining peace and order in a large public operation including knowledge of Federal and State laws and local ordinances.

Knowledge of Federal regulations applicable to the operation of a commercial service airport.

Knowledge of operating limitations of aircraft, including helicopters, which may operate from a public airport.

Basic knowledge of safety precautions necessary to operate standard motorized equipment and ARFF vehicles in and around the airfield.

Ability to exhibit emotional stability and remain calm in stressful environments.

Ability to establish and maintain an effective working relationship with other employees and the general public.

Ability to understand and follow oral and written instructions in the English language.

Ability to work, maintain and perform in an environment utilizing all aspects of the physical requirements associated with the duties of a law enforcement officer and airport rescue fire fighter.

Must be willing to work varying hours, weekends and holidays.

Minimum Required Certification, Licenses and Education

Certified Montana Peace Officer or obtain within one year.

FAA Certified Aircraft Rescue Fire Fighter (ARFF) or obtain within one year.

FAA Certified High Reach Extendable Turret (HRET) Operator or obtain within one year.

State of Montana Certified EMR or EMT within one year.

Certified Airport Security Coordinator or obtain within one year.

High school degree or G.E.D.

Special Requirements

Must pass physical ability examination and physical and mental health examination prior to employment.

Must have a valid Montana Drivers' License.

A background investigation and fingerprinting will be required for this position.