



Northwest
Territories

EMPLOYMENT OPPORTUNITY

**Operations & Maintenance Officer
Airports
Department of Transportation
Yellowknife, NT**

Experience a unique blend of adventure in the diamond capital of Canada. Yellowknife is a modern, multi-cultural city of 18,600. With tourism, mining, and government, this youthful, energetic, family-orientated community offers both indoor and outdoor recreational facilities and activities. Enjoy modern city amenities in one of this country's last frontiers.

The Operations and Maintenance Officer is responsible for the formulation of policies, standards, & programs affecting the certification of 23 airports in the NWT and provides direction on airport operations to ensure that airports are operated and maintained in compliance with the appropriate Federal and Territorial Acts, Regulations, Policies and Programs. Reporting to the Manager, Operations, Safety & Security, the Operations and Maintenance Officer works together with Senior Management, Regional Superintendents, Airport Manager, community managers and leaders, and various supervisors to ensure the proper implementation and operation of programs and standards is maintained at the sites.

The incumbent should possess general knowledge of Aviation Safety Management Systems (SMS), Transport Canada information publications (ex. Aeronautics Act, Canadian Aviation Regulations, etc.), and the regulations and legislation governing airport operations, safety, and emergency planning. Knowledge of and the ability to use MS Operating Systems, MS Office, Internet and E-mail programs is necessary. The incumbent should exhibit project management skills, effective verbal and written communication, dispute resolution skills, industry loss prevention techniques, and the ability to problem-solve by analyzing complex problems/issue.

Typically, these skills are obtained through a post-secondary degree in a field related to airport planning, operations and management. This could include successful completion of Transport Canada certification in an air traffic services program or other related airport certification, Management or Business degree with airport experience or other related degrees. The incumbent should also have at least eight (8) years experience in various airport operations as well as supervision/management experience. Training experience is also highly desired. Equivalent combinations of education and/or experience will be considered.

The Salary starts at \$ 42.07 (approximately \$82,037 per annum), plus an annual Northern Allowance of \$2,500.00.

A job offer is contingent upon a satisfactory criminal record check.

This competition may be used to fill similar positions that become available over the next six months.

Candidates must clearly identify their eligibility in order to receive priority consideration under the Affirmative Action Policy.

Ref # 2009-31-6933-2

Closing Date: Open until filled

Apply to: Management and Recruitment Services
Department of Human Resources
Government of the Northwest Territories
Laing Building 2nd Floor
P.O. Box 1320
Yellowknife NT X1A 2L9
Fax: (867) 873-0281
jobsyk@gov.nt.ca

For copies of the job description, please visit: www.hr.gov.nt.ca/employment