

COLORADO NORTHWESTERN COMMUNITY COLLEGE

is inviting applications for

AVIATION MAINTENANCE MANAGER – Rangely Airport

RESPONSIBILITIES: The major function of this position is to complete all inspections and supervise all scheduled and unscheduled maintenance of all aircraft in the Aviation Technology Program, as well as to coordinate activities and functions with the CNCC Aviation maintenance Technology Program. Supervise all maintenance personnel to insure that all college aircraft are properly cleaned, maintained and repaired. Coordinate all aircraft maintenance as needed with Chief Flight Instructor. Prepare and administer the maintenance budget. Implement a preventative maintenance program and preventative controlled maintenance plan. Maintain records as required by the Federal Aviation Administration of efficient operations. Initiate, receive/review and process work orders for completion. Order supplies and repair parts for proper maintenance of college aircraft. Schedule major maintenance on all aircraft in accordance to applicable Federal Aviation Regulations including annual inspections, engine overhauls, and propeller overhauls. Coordinate with service companies to conduct repairs to CNCC's aircraft and their systems including transponder checks, ELT checks and pilot-static checks. Train CNCC employees in safety and notification requirements in regards to Hazmat and other safety concerns. Train employees in logbook requirements. Monitor and maintain proper logbook entries in accordance to applicable Federal Aviation Regulations.

DATE OF NOTICE: April 22,, 2009

CLOSING DATE: Review of applications will begin immediately. Applications will be accepted until position is filled.

STARTING DATE: ASAP

SELECTION PROCESS: Preliminary screening will be made on the basis of completed Application Package submitted by candidate. *Completed Application Package includes: CNCC application, letter of interest detailing experience as related to this position, resume, and names,

QUALIFICATIONS: Required: Associates Degree or equivalent experience in an appropriate Aeronautical Field. Minimum 5 years experience in aircraft maintenance. An Airframe and Power Plance (A and P) certificate with an Inspector Authorization (IA) Driver's License, State of Colorado. Preferred: Appropriate Bachelor's Degree, Teaching experience at an institution of higher learning, 5 years of industry experience in line oriented maintenance

LOCATION: Rangely, CO Airport

TYPE OF APPOINTMENT: Administrative

SALARY: Mid 40's commensurate with education and experience.

BENEFITS: Administrative positions receive paid annual and sick leave, group health, dental and life insurance with college cost participation and a state retirement program.

CONTACT: Colorado Northwestern
Community College
Office of Human Resources
500 Kennedy Drive
Rangely, CO 81648

Colorado Northwestern Community College has a strong commitment to the principles of diversity and welcomes responses from women, minorities, and persons with disabilities.

Effective 3/88. Colorado fiscal rules require Direct Deposit for all new employees.

It is Colorado Northwestern Community College's procedure to conduct pre-employment background checks on all employment finalists to determine or verify background information, including criminal history, references from previous employment, qualifications, and when applicable, driving history.