



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Adam J. Bello  
County Executive

Andrea M. Guzzetta Zury  
Director

**TITLE:** **ASSISTANT AIRPORT TECHNICAL COODINATOR**  
(Provisional\* Appointment)

**SALARY:** \$42,074 - \$57,647 annually

**LOCATION:** Monroe County Department of Aviation

**HOURS:** Varies

### **JOB SUMMARY:**

This is a technical position located at the Monroe County Department of Aviation, Greater Rochester International Airport, responsible for assisting the Airport Technical Coordinator. The position involves repairs of the airport security system hardware, Closed-Circuit Television (CCTV) system, assists with daily Transportation Security Administration (TSA) mandates including audits, and perimeter checks. This position reports directly to and under the general supervision of the Airport Technical Coordinator or other higher-level staff member. Does related work as required.

### **MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma plus EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree plus two (2) years paid full-time or its part-time equivalent experience in an airport environment, one (1) year of which must include working in Airport Communications; OR,
- (B) Four (4) years of paid full-time or its part-time equivalent experience as defined in (A) above; OR,
- (C) An equivalent combination of education and experience as defined by the limits of (A) and (B) above.

### **SPECIAL REQUIREMENTS:**

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

### **ADDITIONAL INFORMATION:**

From July 2022 through December 2023 Monroe County will be providing full-time employees a quarterly \$500 retention payment.

Candidates for positions at the Monroe County Department of Aviation must meet the pre-employment requirements of Title 49 Code of Federal Regulations (CFR) Part 1542, prior to appointment.

**RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

MONROE COUNTY DEPARTMENT OF AVIATION  
FREDERICK DOUGLASS-GREATER ROCHESTER INT'L AIRPORT  
1200 BROOKS AVE., ROCHESTER, NY 14624

**Posting Date:** June 15, 2022

**Posting Deadline:** June 25, 2022

\*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.