

## Airfield Operator

Pembroke & Area Airport

Location: Petawawa, Ontario

Posted: January 15th 2023

Salary:

### **Description:**

The Pembroke & Area Airport, located in Petawawa, is one of five certified airports in Eastern Ontario. Located in Petawawa, the Airport serves approximately 3,500 aircraft movements each year. The Airport interacts with many agencies in the course of daily work including the Government of Canada, the Department of National Defence, the Ministry of Natural Resources (Ontario and Quebec), Ornge (air ambulance), Canadian Coast Guard and many private pilots and aircraft. We are a critical base of operations during forest fire season, we facilitate emergent medical transfers and we provide services that aid in search and rescue operations.

The Airport is currently recruiting for Airfield Operators. We welcome applications for part-time and full-time positions and are flexible in accommodating schedules. As the airport operates seven days a week, we can accommodate weekday and weekend opportunities.

These flexible positions provide opportunities for someone wanting to make a full-time career change, supplement part-time work arrangements, recent retirees looking to continue in the workforce and someone looking for a work opportunity outside of a traditional office setting.

### **Duties of the Position:**

Moving and fuelling aircraft

Airside and non-airside property maintenance

Performing airfield inspections

Provide airfield advisory services

Handling customer requests and interacting with the public

Processing fuel sales and recording aircraft movements

Operating power tools, airfield equipment and performing minor maintenance

Being an ambassador for the Pembroke & Area Airport

### **Qualifications**

Required Qualifications:

A valid class G driver's licence

Comfortable with being outside and in windy, dusty and loud environments

Able to treat safety as a priority

Excellent customer service skills

Able to lift at least 50 pounds

Able to provide your own steel-toed boots

Criminal background check

Dependable, arriving on time for work and committed to the position

Able to work with minimal supervision and be trained to work on your own

An interest in aviation is an appreciated

**Asset Qualifications:**

The following are assets to this position. The airport will train you to achieve these qualifications.

Restricted Radio Operators licence

Aircraft refuelling certification

A valid DZ licence

Previous experience in mechanics, labour roles and aviation

WHMIS, First Aid and CPR certifications

**Additional Information**

**What we offer:**

Unique role. As the only certified airport in Renfrew County, and one of only five in Eastern Ontario, this is an opportunity to work in a non-traditional role.

Compensation package. Compensation will be commensurate with experience and increases with training. Matching RRSP contributions are available for full-time employees.

Career development. There is room to grow in this organization with additional training and for someone who is looking for career progression. Opportunities exist for attending aviation-related workshops through industry partners.

Flexibility. The airport team is accommodating for flexible schedules of work.

The Airport is a busy facility at times and the staff members are well-known for exceptional service throughout Ontario. We are very much recruiting for someone who is interested in continuing at that standard.

Please send resumes by email in MS Word or PDF format. Interviews can be arranged immediately. You can also drop by the airport or call for more information.

**Contact Information**

Steve Gilchrist, Airport Manager

Pembroke & Area Airport

Petawawa, Ontario

613-687-5300

[info@flycyta.ca](mailto:info@flycyta.ca)

[www.flycyta.ca](http://www.flycyta.ca)