

Become our next

Airport Manager at Owen Sound-Billy Bishop Airport & Wiarton Keppel International Airport

Who we are

The Loomex Group is a North American group of companies that provides a wide range of services out of four main divisions: aviation and aerospace, infrastructure and asset management, education and compliance, and emergency management.

We are actively seeking candidates for the position of the airport manager, managing both the Owen Sound Billy Bishop Airport and the Wiarton Keppel International Airport in Grey & Bruce County, ON. This exciting opportunity will take you to the beautiful area of Georgian Bay, where you will manage airports in a region surrounded by many waterfalls and natural attractions (near the beautiful Bruce Peninsula). Join our growing team as you manage two dynamic airport operations teams in a major vacation destination in Ontario!

What you'll do

- Execute a work program that follows Transport Canada regulatory requirements and industry best practices and includes the components of emergency response, wildlife management, winter maintenance, and the operation of all airport maintenance equipment
- Monitor airside and groundside operations, and escort persons/vehicles airside (if required)
- Ensure adherence to the airport inspection program and the safety management system's regulations
- Manage airside safety and security through the performance of airfield/runway inspections and wildlife inspections and control
- Supervise, lead, and develop the airport operations staff
- Work with the accountable executive on operational issues as required



Position location:

Owen Sound Billy Bishop Airport / Wiarton Keppel International Airport, in Grey & Bruce County, ON

All the benefits you're looking for in your career.



Health & wellness programs



Collaborative & inclusive culture



Learning & development opportunities



Attractive compensation



Career guidance

- Ensure the health and safety of all airport operational staff and airport users
- Ensure airport policies are followed and make recommendations for policy modifications or the creation of standard operating procedures
- Receive, monitor, and respond to community relations needs as required
- Explain and enforce airport rules and regulations
- Manage the airport's operational budget and make recommendations for capital expenditures, including applications for funding
- Initiate emergency responses and the activation of the airport's emergency response plan, as required
- Be responsible for responding to emergency events at the airport and serving as the on-scene controller during the emergency's life cycle
- Be responsible for business development initiatives at the airport
- Contribute to the development and implementation of community planning in grey and bruce counties
- Prepare invoices and monitor the airport's accounts receivable
- Develop, maintain, and implement airport manuals
- Engage with the airport's tenants, employees, customers, and industry representatives in a professional and courteous manner

Working conditions

- Full-time permanent position
- 40-44 hours per week
- Will require the ability to lift up to 50 lbs
- Report to the director of airports
- Winter hours may vary (based on snowfall)
- Benefits include an annual health spending account
- This position requires working both in an office and outside (both airside and ground side)
- Work hours are primarily Monday to Friday, 8:00 a.m. – 4:30 p.m. however, the position is required to occasionally work evenings, weekends, statutory holidays, and after-hours during emergencies or call-ins



Interested in adding your talents to our team?



Please email your resume and cover letter to acallery@loomex.ca



We are accepting applications until July 22, 2022

We thank all those who apply. Please note that only those applicants who get selected for an interview will be contacted.



The Loomex Group provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, colour, religion, age, sex, national origin, disability status, genetics, sexual orientation, gender identity or expression, or any other characteristic protected by federal, provincial, or local laws.



What you'll bring to the table

- Post-secondary aviation education or equivalent aviation knowledge/experience
- TP 312E course completion or equivalent experience
- Restricted Radio Operators Certificate (ROC-A), or obtain a ROC-A within 30 days of being hired
- Good written and verbal communication skills for responding to customers and completing any required airport documentation procedures
- Proficiency with Microsoft Office software
- Previous experience working within a government or municipal structure
- Valid Class "G" driver's license, or equivalent, and a clean driver's abstract
- Experience in airport business development
- The ability to lift up to 50 lbs., stand or sit for prolonged periods while using equipment or at a desk, and lift, pull, and manage heavy equipment and objects

Qualifications Considered an Asset

- Experience working in a unionized environment
- Airfield lighting maintenance course
- Accredited airport executive designation
- Private pilot's license or flight training experience
- Current CPR and first aid training
- Working knowledge of runway surface condition reporting
- Experience operating heavy or airport equipment

Other requirements:

The Loomex Group has multiple locations within Canada. Depending on business needs and financial requirements, the incumbent may be transferred or requested to travel to another location. In the event of a transfer, The Loomex Group will provide the incumbent with advanced notice to support a successful transition.

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BRUCE PENINSULA**

