## JOB PROFILE

# Post Title: LCAS/AFISO (Low Category Aerodrome Supervisor / Aerodrome Flight Information Service Officer)

**Post Number:** **A05194**

The post holder is accountable to the Aerodrome Manager for provision of LCAS/ AFISO cover for the safe day-to-day operation of Tingwall Airport.

The post holder is required to live within 30 minutes (of initial callout) of Tingwall Airport.

Specific tasks of the LCAS/AFISO will be:

* To provide fire cover at Tingwall Airport
* To undertake the safe and efficient operation of the Rescue Fire Fighting Equipment
* To follow the SIC Safety Policy and Airport SMS in relation to all tasks at the Airport.
* To fuel aircraft to regulatory standards and compiling associated documentation as required by the Civil Aviation Authority (CAA)
* To undertake fuel sampling and advise the Aerodrome Manager of any hazards, defects or concerns
* To undertake security patrols of the Aerodrome;
* To maintain the perimeter of the Aerodrome;
* To undertake grass maintenance;
* To complete runway inspections and wildlife control as the Bird Control Operator
* To report any defects while undertaking routine checks of equipment and buildings, and ensure the safe use of equipment
* Supervising the Tingwall Rescue Fire Fighting Service
* Issue security briefings to visitors, issuing security passes and take action regarding any security breaches
* Leading and providing training to Aerodrome Fire Officers and maintain training records.
* Supervising the Air Traffic Service and delivering flight information to aircraft
* Undertake training for AFISO’s and Watchroom Attendants at Tingwall Airport
* Supervise runway inspections and wildlife control as the Bird Control Co-ordinator
* Deputising for the Aerodrome Manager

From time to time, the Council may require the post holder to undertake duties outside those specified.

# PERSON SPECIFICATION

Post Title: LCAS/AFISO

**Post No:**

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|  | **ESSENTIAL** | **DESIRABLE** |
| Personal Features/Qualities | Full colour vision |  |
|  | Personal motivation and ability to motivate others |  |
| Relevant Experience | Previous airport operations and/or firefighting experience | Experience of repairs and maintenance of plant and equipment |
|  |  | Experience of working in a safety critical environment |
| Education | Possession of National 5 or equivalent qualifications which must include Maths and English. |  |
|  | BTEC Certificate in Aviation Operations on the Ground or equivalent (SCQF Level 6) |  |
|  | Aviation Fire Fighter Initial Certificate |  |
|  | LGV Licence |  |
|  | Hold a full, clean current driving licence with LGV licence, plus to tow a trailer |  |
|  | First Aid Certificate holder or ability to complete a first aid certificate within agreed timescale |  |
|  | Air to Ground Licence |  |
|  | Low Category Aerodrome Supervisor Training/Qualification |  |

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| --- | --- | --- |
|  | Aerodrome Flight Information Service Officer (AFISO) Qualification |  |
| Skills, Abilities and Knowledge | Good ICT skills. | Knowledge of airfield operations and the regulations governing operations |
|  | Good organisational skills |  |
|  | Excellent written and verbal communication skills |  |
|  | Team working skills |  |
|  | Ability to work to a shift rota |  |
|  | Ability to work under pressure |  |
|  | Ability to pass a Fire Fighting Medical and Fitness Test |  |
|  | Knowledge of relevant safety management systems |  |
|  | Knowledge of relevant legislation |  |

Allowances: Distant Islands Allowance

Evaluated Grade: I

Date of Evaluation: 16/01/2018

PVG Membership:

Disclosure Check:

Date of Last Amendment: 26/01/2018