



Steven M. Neuhaus
County Executive

VACANCY ANNOUNCEMENT

AIRPORT OPERATIONS LEADER GRADE 11

ORANGE COUNTY DEPARTMENT OF PUBLIC WORKS AIRPORT DIVISION

Applications are now being accepted for the position of Airport Operations Leader at the Orange County Airport. This work involves responsibility for leading and participating in all aspects of airport operations and services. Work is performed under the general supervision of the Director of Aviation with leeway for the use of independent judgment in planning and carrying out details of the work. Leads the work of subordinate personnel assigned to airport service operations including scheduling and guidance. On 24-hour call. Does related work as required. Duties include, but are not limited to: Prepares schedule of employees assigned to the Operations Section; Provides training required of Operations Section employees, including fueling aircraft, radio operations, customer service, and groundskeeping; Ensures compliance by aircraft operators of all airport rules and regulations and minimum standards.

MINIMUM QUALIFICATIONS: Either:

- (A) Bachelor's Degree in Engineering or Aeronautics; OR
- (B) Bachelor's Degree in Business Administration, Management, Construction Management, Transportation and Logistics, Transportation Management, or related field and one (1) year of work experience; OR
- (C) Completion of sixty (60) credits and one (1) year of work experience involving airport operations, maintenance or management; OR
- (D) Completion of thirty (30) credits and two (2) years of work experience involving airport operations, maintenance or management; OR
- (E) Graduation from high school or possession of a high school equivalency diploma and three (3) years of work experience involving airport operations, maintenance or management.

SPECIAL REQUIREMENT: Must possess and maintain a valid driver's license.

***NOTE:** Your credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your credits were awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

SALARY: Orange County employees as per contract for Grade 11.
For new employees: \$29.6812 per hour; \$61,736.90 annually (40-hour work week).

Final candidate must submit to a fingerprint check and criminal history and background investigation. Costs related to such investigation shall be borne by the applicant.

IMPORTANT NOTICE: THIS POSITION IS SUBJECT TO U.S. DEPT OF TRANSPORTATION DRUG/ALCOHOL TESTING RULES

SEND APPLICATION TO:
COMMISSIONER'S OFFICE
ORANGE COUNTY DEPARTMENT OF PUBLIC WORKS
P.O. BOX 509
GOSHEN, NEW YORK 10924
OR EMAIL: MHeiferman@orangecountygov.com

***NOTE:** This title may be filled in one of the below two manners:

- 1.) Through Non-Competitive appointment in accordance with the HELP Program; OR
- 2.) Appointment off the appropriate Civil service competitive list.

Employment applications can be downloaded from Orange County's website. Please visit www.orangecountygov.com and follow the link to the Department of Human Resources page.

Or download directly here: [Application for Employment Application](#)

An Equal Opportunity Employer
www.orangecountygov.com

Date of Re-Issue: 10/1/2025 Pos#017210