



Airport Operations – Summer Student

Target Start Date: May 16, 2022

Target End Date: August 26, 2022

Number of Positions: Two (2)

The successful candidate will possess strong interpersonal and communication skills with the ability to work in a team environment.

Job Requirements:

- Must be safety conscious and familiar with safe work practices
- Will be expected to work alone, as well as with others
- Must be enrolled as a fulltime student at an approved education facility
- Must possess a valid Province of Alberta Class 5 Drivers Licence (or equivalent provincial/territorial licence)
- Must be fully conversant with Microsoft Office software (Outlook, Word, Excel, etc.)
- Safety equipment will be provided

Job Description:

- Assist, research, and undertake operational requirements
- Attend to operational customer service initiatives
- Support for the renewal and development of airport operations and procedures to better serve community services and needs with excellent transportation options
- Assist with general maintenance and runway line painting
- Light equipment operation (lawn mower, ATV, company vehicles, etc.)
- Grounds maintenance and general landscaping
- Assist the Director, Airport Operations and/or designate with operational projects as they arise
- Administrative/office support as required
- Other duties as may be assigned from time to time

Conclusion:

This job description describes the major duties of this position but does not preclude other duties being assigned as organizational priorities demand.

Pay Rate: \$15.00/hour

How to Apply: Interested individuals should apply in confidence by end of day, May 9, 2022 to:

Email: d.hein@flyreddeer.com

Mail: 3800 Airport Drive, Springbrook, AB T4S 0E2