

Opening Date: January 23, 2013

Closing Date: February 5, 2013



JOB OPPORTUNITY BULLETIN

TITLE: AIRCRAFT MAINTENANCE SPECIALIST

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DESCRIPTION: This Aircraft Maintenance Specialist position is assigned to the Aircraft Division of the Missouri State Highway Patrol. The official domicile for this position is Jefferson City, Missouri. This position is classified as non-exempt under the Fair Labor Standards Act.

POSITION SUMMARY: This is skilled work in the maintaining of single engine and multi-engine aircraft and the assistance of an aircraft maintenance program. An employee in this class assumes responsibility for inspecting, troubleshooting, repairing and certifying the required inspections and repairs on State owned single and multi-engine aircraft. Work also involves planning and the maintaining of /a complete inventory of parts and equipment. Work is assigned by the Director of Aircraft Division in the form of general instructions and is reviewed by him for adherence to established standards.

For a more detailed job description go to:

<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/HRD/Civilian/CivilianJobDescriptions/salarySchedule.html>.

QUALIFICATIONS: Graduation from a high school or possess a GED certificate and four years experience in aircraft mechanics. Requires possession of a valid Missouri Driver's License in the appropriate classification required by law. FAA Airframe and Powerplant Mechanic certificate. Aircraft Inspection Authorization preferred. (Requires holding both A & P Certification for minimum of three years.)

SALARY RANGE (Semi-monthly): The minimum starting salary is \$1,645.00; however salary may be commensurate with applicable experience and education.

APPLICATION PROCEDURE: Individuals interested in this Aircraft Maintenance Specialist position **must complete and submit** the Patrol's on-line application prior to the application deadline. Resumes will not be accepted in lieu of the application. Please visit our website at www.mshp.dps.mo.gov to complete an **on-line Application for Civilian Employment (ACE)**. Individuals who have previously completed an application must access their profile in the ACE system to re-apply.

Current Patrol employees who meet the minimum qualifications may apply through the Human Resources Division by submitting an intradepartmental letter of application and resume through channels prior to the application deadline.

Interview boards are tentatively scheduled for the week of February 25, 2013 at General Headquarters in Jefferson City, Missouri.

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Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

NOTE: Final selection may be based upon several factors, e.g., results of an oral interview, written examination or exercise, review of past work performance, performance evaluations, and/or candidate's possession of the knowledge, skills, and abilities deemed necessary for successful performance in the job.

Once a job offer has been made, employment with the Missouri State Highway Patrol is contingent upon the successful results of a Patrol administered drug test and favorable background investigation.

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

*****Missouri State Highway Patrol***
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