

City of Dallas
Classification Specification

Title:	Helicopter Mechanic	Class Code:	52009
Application:	Single Classification	Pay Grade:	G
Supplemental/Code:	Technical/3	Established:	10/01/1994
FLSA Status:	Non-Exempt	Revised:	01/01/09

Position Purpose:

Repairs and maintains Police department helicopters to ensure that the helicopter is air worthiness.

Essential Functions:

1. Services, repairs and overhauls helicopter structures and engines to ensure airworthiness of helicopter.
2. Repairs, replaces and assembles helicopter parts, such as landing gear, engines, rotor heads, fuel and oil tanks to ensure and certify that all work is properly completed according to manufacturer's and Federal Aviation Administration regulations and requirements.
3. Adjusts and repairs electrical wiring systems and aircraft accessories and instruments to ensure adjustments and repairs are made according to specifications.
4. Inspects, services and repairs pneumatic and hydraulic systems by using appropriate test equipment to evaluate performance.
5. Consults manufacturers' manuals for specifications to determine whether to repair or replace parts to correct malfunctions.
6. Maintains shop tools and equipment (e.g., trailers, aircraft tug and auxiliary power unit) to ensure equipment tools are in serviceable and working condition.
7. Regular, reliable and punctual attendance is an essential function of the job.

Knowledge, Skills and Abilities Required to Perform Work:

Thorough knowledge of helicopter components,.

Knowledge of the Section's part inventory system and the City's purchasing and contract system.

Knowledge of maintenance materials, manuals, service bulletins, airworthiness directives and advisory circulars.

Skill in the use of power and hand tools.

Ability to use tools (e.g., power shears, sheet metal cutters, rivet guns and pneumatic or electrical drills) to rebuild or replace airframe ports or components.

Ability to establish and maintain an effective working relationship with all levels of management, city officials, vendors, other government agencies, other employees and the general public.

Ability to communicate effectively both orally and in writing with a wide variety of people.

F.A.A. Airframe and Power Plant Mechanic License required.

Working Conditions and Hazards:

Works in helicopter maintenance shop.

Work requires considerable standing, stooping, walking, lifting and climbing.

Frequently works in cramped position; frequently subjected to grease, oil, dirt, solvents and fuel.

Occasionally exposed to inclement weather.

The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and is not necessarily an exhaustive list of all responsibilities, duties and skills required.