

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

AIRCRAFT MECHANIC SUPERVISOR

I. INTRODUCTION

This class specification reflects the results of the Aircraft Mechanic and pilot Survey using the whole job comparison survey process and standard classification factors used throughout the survey. This specification is the basic authority for classifying Aircraft Mechanic Supervisor positions.

II. DEFINITION

This is professional supervisory and coordinative aircraft maintenance and repair work within a state agency's aircraft maintenance unit. Positions allocated to this class are responsible for supervising aircraft mechanics performing inspections, repairs, and alterations to state-owned single and multi-engine aircraft. Positions at this level require possession of an Airframe and Power Plant License. Work is performed under the general direction of the section chief.

Examples of work performed:

- Supervisor staff or aircraft mechanics performing 100 hours, annual and progressive inspections.
- Supervise staff of aircraft mechanics performing minor and major repairs/alterations to single and multi-engine aircraft.
- Determine priorities and schedule all aircraft maintenance to meet program needs and minimize downtime.
- Authorize aircraft maintenance to be done by outside vendors.
- Schedule Madison-based central office aircraft for survey and transportation flights.
- Develop maintenance policies and procedures.
- Maintain liaison with FAA on anticipated aircraft modifications.
- Perform minor aircraft maintenance as needed.
- Recommend purchase of new equipment.
- Oversee purchase of all aircraft parts.

III. QUALIFICATIONS

The qualifications required for positions identified in this classification will be determined on a position-by-position basis at the time of recruitment. Such determinations will be made based on an analysis of the goals and work activities performed and/or an identification of the education, training, work, or other life experiences which would provide reasonable assurance that the skills required to perform the tasks and the knowledge required upon appointment have been acquired.