



**TRI-CITIES AIRPORT AUTHORITY
JOB DESCRIPTION**

POSITION: PUBLIC SAFETY OFFICER

Classification: Non- Exempt	Department: Public Safety
Reports to: Shift Lieutenant	Effective Date:

JOB SUMMARY

Responsible for protecting the life and property of the general public within the Tri-Cities Airport (TRI) jurisdiction by recognizing and reporting unsafe conditions, actions, or environmental hazards. Other responsibilities include operating Aircraft Rescue and Firefighting (ARFF) vehicles including firefighting, emergency medical services and security for all Airport owned property and facilities.

ORGANIZATIONAL RELATIONSHIP

Reports to: Shift Lieutenant

REPRESENTATIVE DUTIES AND RESPONSIBILITIES

- Provides fire protection, suppression, training, salvage, and overhaul to the Tri-Cities Airport Authority, its tenants, passengers, and guests, for inbound, outbound, and staged Aircraft, service equipment, vehicles, buildings, and properties. Responds to and enters wrecked or burning aircraft, vehicles, and buildings, to rescue trapped victims using forcible entry tools.
- Enforces state, federal, and local laws, and security policies on Tri-Cities Airport Authority (TCAA) property. Ensures the TCAA Department of Public Safety follows the Tennessee Peace Officer Standards Training (POST) rules and regulations, Federal Aviation Administration Regulations (FAA), Transportation Security Administration regulations (TSA), and the Department of Homeland Security policies (DHS), procedures, and requirements.
- Patrols terminal, parking lots, and perimeter fence looking for suspicious activity and unsecured areas. Resolves complaints and incidents. Investigates crimes, suspicious activity, and security incidents. Takes witness statements and consolidate findings and facts into an official report.
- Responds to medical emergencies 24 hours a day. Provides initial and ongoing patient assessment, lifesaving treatments, and determines if an ambulance is needed to be dispatched for patient transport to a hospital. During critical aircraft incidents, officers triage patients, and transport to the medical treatment and staging area.
- Performs Airfield Operation duties assigned to the Public Safety Department after business hours, and on holidays, weekends, and during staffing shortages. Overtime is expected.
- Assists with building maintenance after business hours, and on holidays, weekends, and during staffing shortages. Repairs security doors, baggage conveyor belts, escalators, elevators, jet bridges, and electronic perimeter gates.
- Performs Assigned Tasks and Designated Duties in relation to an assigned service area.
- Performs other duties as assigned.



TRI-CITIES AIRPORT AUTHORITY JOB DESCRIPTION

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Airport Security Programs: Knowledge of Federal Aviation Administration (FAA) and TSA airport security programs.
- Attention to Detail: Is careful about detail and thorough in completing work tasks.
- Clear Criminal History: Has a clear motor vehicle record, and clear criminal history with no felony, driving under the influence, or drug-related convictions.
- Age (21): Is at least 21 years of age.
- US Citizen: Is a citizen of the United States.
- Must successfully complete required medical examination and psychological evaluation.
- Must successfully complete required physical fitness test.
- Must successfully complete required entry-level law enforcement skills test if uncertified.
- Ability to perform shift work. The Department of Public Safety is a 24/7 operation.
- Ability to obtain and maintain a Security Identification Display Area (SIDA) badge.

EDUCATION AND EXPERIENCE

- HS Diploma/GED
- Valid Driver's License
- Must be able to obtain certification as Aircraft Rescue and Firefighter and Fire Fighter I.
- Emergency Medical Responder certification preferred.
- Candidate must receive the Tennessee Peace Officer Standards & Training Commission (POST), the Tennessee Fire Commission Aircraft Rescue and Firefighting, and First Responders Medical Care certifications, within 12 months in the role. Current P.O.S.T Certification is preferred.

WORKING CONDITIONS/ENVIRONMENT

- Exposure to heights, small spaces, extreme noise (i.e. airport with planes, vehicles, and other machinery), temperature, wind, and light fluctuations.
- May be exposed to high voltage components and risk of electrical shock hazards.
- Requires constant movement from one work location to another over uneven or inconsistent surfaces. Obtain guidance from supervisor prior to performing any duty that may be unsafe or dangerous.

WORK SCHEDULE

- This regular full-time position requires a flexible/rotating shift schedule. Position is subject to callback in the event of an emergency or irregular operations.