

## Metropolitan Knoxville Airport Authority Job Announcement

### AIRPORT SECURITY OFFICER

**Hiring Range: \$35,474 – \$42,569**

**Applicants must submit ALL of the following in order to be considered:** Official Metropolitan Knoxville Airport Authority Application or resume (Applicants submitting resumes must submit a completed signed copy of the Metropolitan Knoxville Airport Authority application prior to being interviewed.)

**Applications Deadline: Wednesday, January 5, 2022.** A detailed job description is available at [www.flyknoxville.com/careers](http://www.flyknoxville.com/careers). Please apply through the website, email to [apps-resumes@tys.org](mailto:apps-resumes@tys.org), or mail to P.O. Box 15600 Knoxville, TN 37901 Attention: HR. Applications must be received by the stated deadline or postmarked by the deadline date to be considered. No phone calls please.

#### **Responsibilities:**

Under general supervision, performs tasks relating to assistance of airport passengers/visitors. Directs vehicular and pedestrian traffic, to include the issuance of parking citations. Provides surveillance, acts as deterrents, conducts inspections and responds to incidents as directed.

#### **Representative activities:**

- Perform surveillance activities including routine inspections as directed. Answers questions from the public concerning travel directions, complaints concerning parking citations and general information about the Airport. Directs traffic, especially during heavy inbound and outbound flight periods, and other special events.
- Patrol outside terminal levels on foot issuing citations to vehicles that are illegally parked or in violation of other parking regulations. Arranges for vehicles to be towed to the impoundment lot due to delinquent citations or other violations. Performs monthly inspections of taxis.
- Performs customer service and other activities as may be requested or required.

#### **Minimum Requirements:**

High school graduate or equivalent GED. Valid Tennessee State driver's license. Airport experience preferred. Ability to work and represent the organization in a professional and effective manner. Ability to communicate with others and establish and maintain effective internal and external working relationships; must be able to use tact with airport passengers/visitors/employees and vehicle operators when handling certain situations.

#### **Selection Process:**

Applications (and additional documents, if applicable) will be reviewed to identify applicants whose qualifications most closely meet the needs of the Metropolitan Knoxville Airport Authority. Employment process includes a background check and physical, which includes drug testing.