



## City of Kansas City, Missouri Job Class Specification

**Job Title:** AIRPORT ENGINEER

**Department:** AVIATION

**Job Code:** 2040

**Status:** EXEMPT

**Grade:** EX-4

### Summary

This is responsible professional engineering work involving the review of design and construction of municipal airport facilities.

Work involves responsibility for the application of advanced engineering knowledge of the administration and development of municipal airport facilities. Primary responsibility involves the coordination and engineering review of the programmed development of the municipal airports designed and planned by engineering consulting firms and built by private contractors. Considerable opportunity is afforded for making technical decisions on technical matters and policies. Work is reviewed by appraisal of accomplishments and conformity with departmental policy.

### Duties and Responsibilities

- Reviews the design work of consulting architects and engineers retained by the department; provides technical approval for such work, and submits results to an administrative supervisor for approval and enactment.
- Reviews contract documents and bid proposals from an engineering standpoint for construction projects at the municipal airports.
- Prepares rough design layouts and preliminary cost estimates for additions and improvements to present municipal airports; assists in the preparation and presentation of the annual capital budget for the municipal airports.
- Acts in a liaison capacity in conferring with federal aviation agencies, municipal departments, and representatives of other agencies and outside engineering and contracting firms.
- Prepares exhibit drawings for leases and special studies.

### Technical Skills

Thorough knowledge of:  
Engineering principles and practices as applied to airport design and construction.

Considerable knowledge of:  
Federal and state regulations applicable to airport traffic control.

Ability to:  
Develop and review plans and specifications for major airport improvements.  
Appraise proposed capital improvements in light of capital budget and other governmental matching funds.  
Prepare and present, if necessary, a sound basis for recommendations or findings on proposed airport capital improvements.  
Establish and maintain effective working relationships with subordinates, associates, representatives of other agencies, municipal officials, and the general public.

<b>Education and Experience</b>	Accredited Bachelor's degree with major course work in engineering and three (3) years professional experience in the design and construction of airport facilities.
<b>Certificates/ Licenses/Special Requirements</b>	<ul style="list-style-type: none"><li>• Will be required to pass a preemployment drug screen.</li><li>• Must pass a background check as prescribed by the City.</li></ul>
<b>Supervisory Responsibility</b>	Supervision is exercised over professional, paraprofessional, and the other personnel in the assigned section.
<b>Supervision Received</b>	<p>Supervision is received from an administrative superior.</p> <p>Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.</p>
<b>Created</b>	4/73
<b>Revised</b>	9/06, 8/2022, 01/24