

**STATE OF OHIO (DAS)**CLASSIFICATION  
SPECIFICATION**CLASSIFICATION SERIES**

Aviator

**SERIES NUMBER**

2495

**MAJOR AGENCIES**

Ohio Department of Transportation Only

**EFFECTIVE**

09/16/2018

**SERIES PURPOSE:**

Plan & conduct all weather passenger transportation flights, aerial photography flights & general utility flights as pilot-in-command & second-in-command &/or 'serves as pilot-in command or second in command for governor &/or designated dignitaries &/or oversee & coordinate flight schedule with other departments &/or perform aviation programmatic activities & aviation safety, aircraft safety & airport safety & security functions &/or is responsible for standardization of flight operations.

**JOB TITLE**

Aviator

**JOB CODE**

24951

**PAY GRADE**

35

**EFFECTIVE**

09/16/2018

**CLASS CONCEPT**

The advanced level class works under direction & requires extensive knowledge of aviation & aviation safety, weather analysis & flight operations & skill in aircraft operation in order to plan & conduct all weather passenger transportation flights, aerial photography flights & general utility flights as pilot-in-command & second-in-command &/or 'serves as pilot-in command or second in command for governor &/or designated dignitaries &/or oversee & coordinate flight schedule with other departments & perform aviation programmatic activities & aviation safety, aircraft safety & airport safety & security functions &/or is responsible for standardization of flight operations.

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>B. U.</u>	<u>PAY GRADE</u>	<u>EFFECTIVE</u>
Aviator	24951	14	35	09/16/2018

**JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)**

Plans & conducts all weather passenger transportation flights, aerial photography flights & general utility flights as pilot-in-command & second-in-command &/or serves as pilot in command or second in command for governor &/or designated dignitaries &/or, oversee & coordinate flight schedule with other departments &/or directs activities of aviation program & aviation safety, airport safety (e.g., conducts aeronautical studies of general aviation airports to include removal of all obstructions such as airport obstructions, ground hazards, hazards to air navigation &/or deteriorating pavement conditions; oversees state pavement management program; conducts airport pavement inspection; conducts aeronautical studies of proposed construction around airports & issues permits under Airport Protection Act; publishes Ohio airport directory, Ohio aeronautical chart, aviation newsletter & maintains aviation web site; administers aircraft safety, aviation safety & airport safety programs functions), &/or is responsible for standardization of flight operations.

Provides programmatic oversight to & maintains records & reports (e.g., technical pavement inspection records; aircraft safety program records; aircraft inspection records; airport protection act applications, permits & correspondence; prepares & maintains all flight records & coordinates missions for state agencies requesting aviation support.

Oversees & coordinates flight schedule with other departments & performs aviation programmatic activities & aviation safety, aircraft safety & airport safety & security functions (e.g. analysis of weather forecasts & conditions, flight route planning, destination weather requirements); ensures compliance to all federal aviation administration (FAA) regulations & ODOT flight operation procedures; adjusts flight profiles, makes decisions using discriminating judgment & analysis & provides quick responses to rapidly changing dynamic weather conditions &/or aircraft abnormal conditions to include thunderstorms, lightening &/or passenger/client in-flight medical emergencies & devises in-flight solutions to include alternate airport selection; alternate flight profile selection, alternate altitude & mission profile; maintains aircraft manuals & all related flight publications connected to operation & safety of all aircraft; conducts post maintenance check flights & training flights.

Pilots passenger aircraft for enforcement activities (e.g., participates in marijuana eradication missions for Bureau of Criminal Identification & Investigation to include very low level flights over field suspected of criminal narcotic activity); pilots passenger aircraft for natural resources related activities (e.g., rabies inoculation; raccoon inoculation; geese herding; wildlife transport; fish enforcement; aerial spray or herbicide; gypsy moth) for Ohio Department of Natural Resources.

Administers state funded general aviation airport grants (e.g., acts as liaison to airport sponsors, local elected officials, county commissioners, local government officials, metropolitan planning organizations for general aviation airports; prepares & processes grant applications & related documentation & monitor expenditures of funds for adherence to contract program rules & regulations).

Participates in operation of one or more special program areas with office of aviation (e.g., certifies airports for commercial purposes when criteria for operation has been met; provides information on Ohio administrative code (OAC) requirement to local officials; prepares local publicity for FAA seminars; cooperates with State Highway Patrol on accident investigations; provides technical assistance to airport management in areas such as training, project planning or location, construction & airport safety, security & operations; aviation safety & education through international art contest, annual airports conference technical training).

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of aviation & aviation safety, airport management or aviation business management, geography; general aviation grants. Skill in operation of aircraft &/or helicopter; public relations; state & federal laws, rules & regulations regarding airport, heliport, seaplane base, airport manager & aircraft registration &/or certification\*. Skill in operation of complex aircraft instrument panel & navigation devices; operation of aircraft (e.g., transportation aircraft; utility aircraft; special mission aircraft; arithmetic to include fractions, decimals, & percentages. Ability to make decisions using discriminating judgment & analysis & provide quick responses to rapidly changing dynamic weather conditions &/or aircraft abnormal conditions; understand manuals & verbal instructions, technical in nature; deal with some abstract, but mostly concrete variables; prepare meaningful, concise & accurate reports; gather, collate & classify information about people, data or things; prepare & deliver speeches before specialized audiences & general public; cooperate with co-workers on group projects, handle sensitive inquiries from & contacts with officials & general public, & resolve complaints from angry citizens & government officials; demonstrate agility in entering &/or exiting narrow cockpits of aircraft; demonstrate dexterity in fingers, hands & limbs in operation of aircraft instrument panels & steering devices.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

Completion of undergraduate core program in aviation or related field of study; Commercial pilots certificate with multi-engine & instrument ratings; Current FAA class II Medical Certificate; Commercial Pilot Rotocraft, Helicopter rating & flight hours experience commensurate with helicopter ratings & flight hours experience assigned per approved Position Description on file;

-or equivalent of minimum class qualifications for employment noted above.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Biennial reviews.

**UNUSUAL WORKING CONDITIONS:**

Exposed to noise from aircraft; exposed to high altitude; may be required to be on call 24 hrs. 7 days per week, overnight travel may be required; works outside exposed to weather; exposed to extremely confined work spaces in cockpits of aircraft; exposed to fumes from aircraft exhausts & fuel; exposed to hazards from offender while on low altitude flights during marijuana eradication missions; may be exposed to extreme heat during aerial photography missions.