



Position Open:
Airport Manager – Madisonville Regional Airport

The purpose of this classification is to oversee the daily operation of the airport.

Minimum Qualifications are below:

- Possess a high school diploma or GED Equivalent
- Possess and maintain a valid Kentucky Driver's license
- Maintain fuel quality control accreditation, including recertification
- Requires working in both office settings and outdoors in various weather conditions and requires occasional travel
- May require occasional evening, weekend, and holiday work.

Essential Job Functions are below:

- Recruit, train, and supervise airport staff, including maintenance, administrative, and operations personnel.
- Strong leadership and team management skills
- Excellent communication and interpersonal skills
- Ability to develop and maintain effective working relationships with stakeholders
- Ability to learn and become proficient with FBO Management software and Microsoft Office Suite
- Conduct periodic performance evaluations and provide ongoing training and development opportunities.
- Work with the Airport Board of Directors and engineers on developing and maintaining the Airport Capital Improvement Plan, and coordinate with aviation consultants and contractors on airport improvement projects.
- Develop and maintain airport emergency plans.
- Coordinate emergency response efforts with local authorities and first responders.
- Plan and organize events at the airport such as fly-ins and air shows.

Applications will be accepted at City Hall, 77 N. Main Street, Madisonville, KY 42431 until August 12, 2024. Applications are also available online at www.madisonvilleliving.com and www.indeed.com.

The City of Madisonville is an Equal Opportunity Employer.