

CIVILIAN POLICE HELICOPTER PILOT

JOB DESCRIPTION

Classification Responsibilities: A Civilian Police Helicopter Pilot operates a rotorcraft: helicopter to provide airborne surveillance in traffic or criminal enforcement operations. An employee in this class may operate a helicopter into and out of sparsely populated mountainous/desert terrain and heavily populated residential areas, often under adverse weather conditions. Additional duties include: transporting police officers on assignment as observers during overt and covert airborne surveillance missions, while in pursuit of fleeing suspects, or when searching for persons; making pre- and post-flight inspections to determine flight worthiness of aircraft; ensuring the safety and legality of flight operations; and maintaining aircraft flight time records. A Civilian Police Helicopter Pilot may be required to perform minor aircraft maintenance and assist with maintenance of the hangar area. This position is responsible for performing related duties as required.

Distinguishing Features: A Civilian Police Helicopter Pilot is assigned to the Police Department (PD) Air Support Unit and receives supervision and direction from the Aviation Administrator. The duties and responsibilities of this class are governed by Federal Aviation Administration (FAA) Rules and Regulations and Departmental and City policy and procedure. This work requires considerable initiative and sound, independent judgement in the flight operation of a Police Helicopter. This classification is distinguished from a sworn Pilot by the latter's duties as a Tactical Flight Officer, which manages/communicates with PD Dispatch/Ground Units, requires AZ POST certification, and the ability to perform law enforcement activities of a sworn officer. Work is subject to rotating shifts, on-call, and weekend assignments. This class is FLSA nonexempt.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Graduation from High School or a GED. A minimum of 2000 hours PIC (Pilot in Command) rotorcraft: helicopter flight time, and 500 hours turbine PIC rotorcraft: helicopter flight time.

Special Requirements. Must possess the following credentials by hire or promotion date: valid Class D Arizona Driver's License; Commercial Pilot Certificate, with a Rotorcraft: Helicopter rating; FAA Class II Medical Certificate; and a current Biennial Flight Review (BFR) completed in a rotorcraft: helicopter. Because of the confidential, sensitive nature of information handled, successful completion of a background investigation and polygraph is required. Candidates given a conditional job offer will be required to pass a pre-employment medical physical, psychological test battery, and drug screening.

Substance Abuse Testing. Due to the safety and/or security sensitive nature of this classification, individuals shall be subject to pre-employment or pre-placement alcohol, drug and/or controlled substance testing as outlined in City policy and procedures. This class is subject to Department of Transportation (DOT) FAA drug and alcohol testing as outlined in 14 Code of Federal Regulations (CFR) Part 120.

Preferred/Desirable Qualifications: Prior Law Enforcement experience, McDonnell Douglas (MD) Helicopter experience, and an FAA Commercial Pilot Certificate, with Fixed Wing: Airplane Single Engine Land (ASEL) rating is preferred.

ESSENTIAL FUNCTIONS

Communication: Communicates with the general public, other City employees, and management in order to explain the duties and responsibilities of the helicopter program. Prepares written documents such as: daily flight operations, reports, and log sheets.

Manual/Physical: Operates MD 500 series helicopters requiring a Commercial Pilot License. Inspects, monitors, and evaluates work-related conditions and police helicopters to determine compliance with prescribed operating, safety, and other standards, regulations, and guidelines including Federal Aviation Regulations (FARs) and departmental procedures. Distinguishes colors to be in compliance with FARs. Detects smoke within the aircraft cockpit. Detects warning devices when working around moving equipment or other warning signs while operating police helicopters. Maintains the ability to meet work schedule requirements. Operates City vehicles requiring a standard Class D Arizona Driver's License. Uses common hand tools such as a hammer, saw, screwdriver, or other tools to make minor repairs on aircraft equipment and facilities. Operates a variety of standard office equipment such as a personal computer (PC), adding machine, or calculator to compile reports and log sheets. Enters data or information into a PC in order to provide statistics. Moves aircraft and supplies from one place to another using tow equipment and handcarts. Cleans work area and equipment such as police helicopters and the hangar facility. Works with cleaning fluids and aviation fuel using normal, routine, protective equipment to clean and refuel aircraft. Works at elevated levels up to a maximum of 12,000 feet while performing police helicopter patrol missions.

Mental: Resolves operational and other work-related problems related specifically to aircraft operations. Performs mathematical calculations associated with aircraft operations as directed by FARs. Comprehends and makes inferences from written materials such as FAA publications, notices, and departmental operations orders to safely perform flight operations. Understands and interprets visual aids such as maps and navigation charts to perform flight operations. Interprets schematic drawings, layouts, and other visual aids such as aeronautical charts and diagrams. Prioritizes own work.

Knowledge/Skills/Abilities:

Knowledge of:

FAA Visual Flight Rules operations (VFR);
Rotorcraft: helicopter operations; and
aircraft operations, including navigation, weather, communications, and instrumentation.

Skill in:

operation of rotorcraft: helicopter under adverse weather conditions over mountainous terrain; and two-way radio communications.

Ability to:

work under stress;
pilot helicopter safely to designated destinations;
cope with the psychological and physiological pressures of hazardous flight operations;
operate a PC to enter or retrieve data; and
establish and maintain effective working relationships.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

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EEO-PROF

JOB FCTN-PUB

INCREMENTS 136-200

PAY GRADE: 51

IND-7425

SWORN-NO