

COMMONWEALTH PORTS AUTHORITY
Position Description

ARFF CHIEF MECHANIC - SIA

Nature of Work

Performs highly responsible supervisory and administrative work directing the repair, maintenance, inspection, and operational readiness of all Aircraft Rescue and Fire Fighting (ARFF) vehicles, emergency generators, and related mechanical systems assigned to the ARFF Department.

This position is responsible for the overall planning, coordination, and supervision of ARFF mechanical operations to ensure compliance with Federal Aviation Administration (FAA) requirements, Occupational Safety and Health Administration (OSHA) standards, and Commonwealth Ports Authority (CPA) policies and procedures.

Work is performed under the general direction of the ARFF Chief and is reviewed through reports, operational readiness status, compliance audits, and overall equipment performance.

Examples of Duties (Illustrative)

- Directs, supervises, and evaluates the repair and preventive maintenance program for ARFF vehicles, emergency generators, and specialized firefighting equipment.
- Supervises Mechanic III and subordinate mechanical staff; assigns, reviews, and evaluates work performance.
- Develops and implements preventive maintenance schedules to ensure operational readiness and FAA compliance.
- Ensures ARFF apparatus meets applicable FAA Part 139 operational readiness requirements.
- Establishes and enforces safety procedures in compliance with OSHA and CPA policies.
- Reviews and approves work orders, repair plans, and technical modifications.
- Oversees diagnostic troubleshooting and complex mechanical repairs.
- Maintains and reviews maintenance logs, inspection records, and regulatory documentation.
- Coordinates procurement of parts, tools, and equipment necessary for ARFF mechanical operations.
- Assists in preparation of departmental budget requests related to mechanical services.
- Develops and conducts training programs for mechanics on ARFF apparatus, generators, and related equipment.
- Ensures compliance with applicable federal regulations, local laws, environmental standards, and CPA policies.

- Coordinates with ARFF command staff to ensure equipment readiness for emergency response.
- Recommends equipment upgrades, replacement schedules, and lifecycle planning strategies.
- Performs other job-related duties as assigned.

Minimum Requirements of Work

- Thorough knowledge of heavy equipment, diesel, hydraulic, electrical, and ARFF vehicle systems.
- Knowledge of FAA aircraft rescue and firefighting equipment standards.
- Knowledge of OSHA safety requirements and safe mechanical practices.
- Knowledge of preventive maintenance program development and documentation standards.
- Ability to supervise, train, and evaluate subordinate staff.
- Ability to plan, coordinate, and administer a mechanical maintenance program.
- Ability to interpret technical manuals, schematics, and manufacturer specifications.
- Ability to prepare reports and maintain regulatory documentation.
- Ability to establish and maintain effective working relationships with department personnel and regulatory agencies.

Minimum Qualifications

Any combination of education and experience equivalent to graduation from high school (or G.E.D.). Completion of a recognized vocational or technical training program in diesel, heavy equipment, automotive technology, or related field. Eight (8) years of progressively responsible experience in heavy equipment and ARFF vehicle repair and maintenance; and at least four (4) years of supervisory experience in a mechanical or fleet maintenance environment. Shall have no record of felony or criminal conviction.

Pay Range

Pay Level: 17
 Minimum: \$15.85 per hour or \$32,976.77 per annum (PL17/1).
 Maximum: \$27.12 per hour or \$56,401.47 per annum (PL17/12).
 Overtime Exempt

Adopted by CPA Board on February 19, 1999.
Revised and adopted by CPA Board on December 21, 2016.
Revised and adopted by CPA Board on March 26, 2026