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## WEB JOB POSTING

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### SERVICES SPECIALIST

**RESPONSIBILITIES:**

The City of Tullahoma is accepting applications for the part-time position of Service Specialist that works under the supervision of the Airport Manager and Deputy Airport Manager. Responsibilities include fueling and towing aircraft, processing payments, monitoring 2-way radios, responding to aircrafts requesting information and performing general cleaning and maintenance. Job duties also include mowing and weed eating airport property and performing duties as assigned by supervisors.

**REQUIREMENTS:**

Applicants must have a High School diploma. Previous airport operations experience preferred and candidates must be able to provide good customer service. Valid TN driver's license required.

**BENEFITS:**

This is a part-time position with an hourly rate in the range of \$9.85- \$10.35. Applicants need to be available to work a variable schedule with weekends required.

**RECRUITMENT:**

Individuals interested in applying for this position can complete the application available on-line at [www.tullahomatn.gov](http://www.tullahomatn.gov) or complete an application at City Hall. The application or resume can be submitted by:

**Mail:** City of Tullahoma, Attn: Human Resources, PO Box 807, Tullahoma, TN 37388

**Email:** [cbrice@tullahomatn.gov](mailto:cbrice@tullahomatn.gov)

**Fax:** 931-455-2782

**Deliver:** City Hall / Municipal Building, 201 W. Grundy Street, Tullahoma, TN

A complete copy of the job description is available upon request. The City of Tullahoma is an equal opportunity employer.

**Posted:** September 14, 2016

**Closes:** until filled