NOW RECRUITING
HILLSBOROUGH COUNTY AVIATION AUTHORITY
Internship in the Airport Operations Department
(Safety & Resilience – OPS EMR)

INTERNSHIP OVERVIEW
Reporting to the Resilience Program Manager, the intern will be responsible for a variety of job duties and special projects, working under the Safety and Resilience Unit of the Airport Operations Department. Safety and Resilience duties include gathering, analyzing and interpreting data to assist with the Safety Management System (SMS) Program, preparing training and exercises for the Emergency Management (EM) Program, and compiling data for the Continuity (Resilience) Program. The intern will be exposed to the daily challenges of a large air carrier airport; such as Part 139 and Part 1542 compliance, customer concerns, and daily operational duties. The intern will also have an opportunity to learn about the (3) Hillsborough County Aviation Authority General Aviation airports. Shadowing of other Aviation Authority departments; such as Marketing, Real Estate, Finance, Maintenance, and others, will also be encouraged. This is an outstanding opportunity for an individual interested in learning more about airport operations and emergency management and how these components interact with internal/external entities. This position is considered an essential member of the team and we are looking for serious candidates who want to learn from their experience.

ABOUT THE AIRPORT
Tampa International Airport is the premier gateway to the treasures of Florida’s West Coast. Serving a metropolitan area of almost 3 million people and annually welcoming over 22 million passengers, TPA provides access to the best beaches in the U.S., Florida’s ample tourism hotspots and one of the fastest-growing economies in the U.S. TPA currently offers more than 85 nonstop flights to destinations around the world including Frankfurt, Zurich, Panama City and London.

Globally recognized as one of the world’s best airports, Tampa International Airport has long prided itself for being laser-focused on the passenger experience and making every interaction personal. Travel + Leisure twice named TPA the second best U.S. airport based on reader polls. TPA is the only U.S. airport listed among the world’s ten most-loved airports by CNN Travel. And most recently J.D. Power ranked TPA second in passenger satisfaction for U.S. airports.

MINIMUM QUALIFICATIONS
- To qualify for the program, the intern must be a student at a credit level or Junior or above, or recently (within one year) graduated from, a college or university with an accredited aviation management program, actively pursuing a career field in aviation/airport management, operations, planning, or closely related field.
- Florida Airports Council Member School
- Internship dates will run between February 17, 2020 – July 3, 2020
- Must successfully pass FBI/TSA background screening process and pre-employment drug screen
- Must have a graduation date of 2021 or earlier

COMPENSATION
$15.00 an hour for a 6 month internship, 20 to 30-hours per week

JOB SPECIFIC COMPETENCIES
- Ability to use considerable initiative and critical thinking skills, to exercise sound judgment.
- Ability to set priorities, meet deadlines and multi-task.
- Ability to communicate effectively, both verbally and in writing.
- Ability to work effectively with others.
- Ability to use a computer and related software, including Microsoft Word, Excel, and PowerPoint.
- Ability to analyze, compile and interpret databases.
- Considerable knowledge of English spelling, grammar and punctuation.
- Knowledge with Safety Management System (SMS) Program a plus.
- Knowledge of NIMS and completion of ICS courses 100 and 200 a plus.

MISSION STATEMENT

To be a major driver in the economic growth of the Tampa Bay Region. We will be leading edge innovators to create global access and extraordinary customer experiences through our people and facilities to build prosperity for our stakeholders and the region.

VISION STATEMENT

To be a vibrant aviation gateway for Tampa Bay, providing access and economic opportunity for our stakeholders.

HOW TO APPLY

- Submit your resume along with your cover letter to APidgeon@TampaAirport.com
- **Deadline to apply is Sunday, January 19, 2020**
- Please reference OPS-EMR in the Subject Line when responding
- Resumes received after the deadline will not be considered

The Aviation Authority-Tampa International Airport provides equal employment opportunity to all persons, regardless of age, race, religion, color, national origin, sex, political affiliations, marital status, non-disqualifying physical or mental disability, age, sexual orientation, membership or non-membership in an employee organization, or on the basis of personal favoritism or other non-merit factors.

The Aviation Authority-Tampa International Airport welcomes and encourages applications from minorities, veterans, and persons with physical and mental disabilities, and will reasonably accommodate the needs of those persons in the application and testing process. The decision on granting reasonable accommodation requests will be on a case-by-case basis.