

# SEASONAL, EQUIPMENT OPERATOR

SEASONAL EMPLOYMENT (BEGINNING AT THE END OF SEPTEMBER 2025 UNTIL MID APRIL 2026)

JOB APPLICANTS MAY BE PUT ON AN ELIGIBILITY LIST FOR UP TO ONE (1) YEAR.



Regina Airport Authority requires two (2) Seasonal, Equipment Operators. The Seasonal, Equipment Operator is responsible for operating heavy and light duty equipment to ensure the Regina International Airport (YQR) is operating in a safe, secure, and efficient manner. The position is accountable for inspecting and maintaining all site wide surfaces, while ensuring compliance with the Aerodromes Standards and Recommended Practices (TP 312) and performing general repairs and preventative maintenance work on equipment. The position is responsible for conducting Aircraft Movement Surface Condition Reporting (AMSCR) including Operational Friction Measurement (CRFI) using Global Report Formatting (GRF) and evaluating airside surfaces as per the Canadian Aviation Regulations (CARs). The position is accountable for assisting in emergency situations to ensure YQR is always safe and secure.

## ABOUT REGINA AIRPORT AUTHORITY

### Employment at RAA

- Competitive salaries
- Group Health Insurance Plan
- Defined Contribution Pension Plan (7.5% match)
- Seasonal Employees shall be paid out bi-weekly at the rate of 6% of gross earnings in lieu of vacation leave credits
- Seasonal Employees shall be provided with ten (10) hours of sick leave per month worked
- Healthcare Spending Account
- Meaningful work that makes an impact
- Employee and family events
- Free parking

### Learning and Training

- Robust training program including core, positional and enhanced training
- Team member review designed to focus on individual career development and ongoing coaching, support and feedback

### Community

- Actively promotes and supports our community through several initiatives including sponsorships

### Communication

- Town-hall style staff meetings offered during the year
- Frequent communication through several different platforms
- Employee surveys
- Company intranet ("The Portal")

## OUR MISSION

To be an engine of economic activity and social connectivity through air travel.

## OUR VISION

To be Saskatchewan's best airport experience.

## WHO WE ARE

Exceptional people doing an exceptional job every day through demonstrated operational and customer service excellence.

## HOW TO APPLY

Like what you see and think you have what it takes to join our team?

Submit your cover letter and resume in confidence on or before August 14, 2025, by emailing [hr@yqr.ca](mailto:hr@yqr.ca) and quoting the position you are applying for in the subject line. Resumes will be accepted past the initial intake period should the position not be filled.

We thank all applicants for their interest. Only shortlisted candidates will be contacted.

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## RESPONSIBILITIES

- While promoting safety awareness, perform all duties with an ownership attitude in compliance with corporate policies and procedures.
- Assist with ensuring appropriate incident command response procedures are carried out in the event of an emergency.
- Perform all duties and responsibilities in a manner consistent with the company's Mission, Vision, and Corporate Values.
- Respond to operational emergency situations during and after standard hours of work for the purposes of resolving immediate concerns to ensure the safe and efficient operation of the airport.
- Operate various type of heavy equipment including trucks, tractors, excavation equipment, forklifts, commercial snow blowers, runway sweepers through the course of maintenance activities.
- Perform site-wide hard surface painting and crack sealing while ensuring compliance with the Aerodromes Standards and Recommended Practices (TP 312).
- Inspect and evaluate condition of runways, taxiways, and aprons as per the Canadian Aviation Regulations (CARs) and the Aerodromes Standards and Recommended Practices (TP 312).
- Maintain airport surface and storm water drainage systems.
- Provide snow and ice control through the application of specialized de-icing chemicals and aggregates and operating heavy equipment for the removal of snow and ice as per the Winter Maintenance Plan.
- Conduct Aircraft Movement Surface Condition Reporting (AMSCR) including Operational Friction Measurement (CRFI) using Global Report Formatting.
- Responsible for upkeep and maintenance of landscaped areas using a variety of equipment to cut grass and apply pesticides and fertilizer.
- Repair and maintain all airside and groundside surfaces including road safety equipment, perimeter fencing, gates, irrigation systems, potholes, cracks, and concrete/masonry repairs.
- Control Foreign Object Debris (FOD) on the airfield using specialized removal equipment and manual techniques.
- Ensure compliance with the Wildlife Management Plan.
- Remove trash and refuse, clean and wash outdoors spaces and equipment, move heavy inventory items such as bags of salt and chemicals, recycle waste and disposes of hazardous materials while adhering to all relevant organizational, provincial, and federal safety regulations, codes, and specifications.
- Maintain equipment and conduct minor repairs.
- Conduct equipment safety checks on equipment.
- Ensure adherence to the organization's preventative maintenance program.
- Ensure safe storage of supplies respecting WHMIS and Federal Halocarbon Regulations.
- May be required to take on acting responsibilities of other positions within the department.
- Contribute to and support corporate events, initiatives, and internal committees.
- Participate in regulatory and corporate prescribed training and development activities.
- Understand and comply with all Corporate Policies and Procedures.
- Other related duties as assigned.

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## EDUCATION AND PROFESSIONAL EXPERIENCE

- High school diploma and additional job-related education and/or courses equating up to one (1) year of study; or 12 to 36 months of job-related training and experience.
- Equivalent combination of education and experience would be considered.

## REQUIREMENTS

- Strong communication, organizational and interpersonal skills to professionally manage a multitude of tasks in a customer focused environment.
- Ability to grow and maintain positive professional relationships with corporate departments, key business partners and team members.
- Capable of performing within a transparent work environment where collaborative relationships are encouraged, and varied opinions are respected.
- Strong awareness and commitment to a healthy and safe working environment.
- A self-directed analytical person who possesses strong organizational, verbal, and written communication skills, with the demonstrated ability to work independently and collaboratively as a positive team member.
- Results oriented with the ability to effectively manage multiple priorities with conflicting demands and timelines while being accurate and detail oriented.
- Knowledge of various types of equipment and materials related to runway and surface maintenance. Knowledge of bird and wildlife control methods.
- Ability to perform winter runway condition reporting and friction measurement.
- Knowledge and ability to safely operate heavy equipment, power tools and hand tools.
- Knowledge of different pesticides and fertilizers, their application rates the different methods of applying.
- Computer skills, including Microsoft based applications with the ability to learn and adapt to new technology.

## RATE OF PAY/ HOURS OF WORK

As per the collective agreement:

- Band: 4
- Rate of Pay: \$38.24 - \$41.34

## CONDITIONS OF EMPLOYMENT

- No previous criminal background for which a pardon has not been granted.
- A clear pre-employment National Criminal Record through Regina Airport Authority's background screening process.
- Ability to secure and maintain a Transportation Security Clearance, Airside Vehicle Operators Permit (AVOP-D), an Industry Canada Aeronautical Radio Operators Certificate, and a Firearms Possession and Acquisition License (PAL) within the prescribed employment probationary period.
- Assessed as Fit for Work through the pre-employment medical examination.
- Possession of a valid Saskatchewan Class 3 driver's license with an air brake endorsement or equivalent with a clean driver's abstract. Candidates with a Class 3 Learners permit may be considered based on experience.
- Completion of training and development as deemed required by regulations, legislation, and the organization within prescribed timeframes for this position.