

Position Details	
Position Title	Airport Manager
Employment Type	Permanent Full time
Location	Horn Island Island
Classification Level	Common Law Contract
Industrial Instruments	Fair Work Act (2009) National Employment Standards (NES)
Position Summary	<p>Airport Manager</p> <p>Responsible for the safe, compliant, efficient and sustainable operation of Horn Island Airport.</p> <p>The role provides strategic and operational leadership across airport operations, aviation safety, regulatory compliance, asset management, stakeholder engagement, commercial activities, and emergency preparedness, ensuring the airport meets CASA, Airservices Australia, and local government obligations while supporting regional connectivity and community needs.</p> <p>This role reports to Director Engineering & Infrastructure Services All AROs and Airport Protection Officers (APOs) report to this role.</p> <p>For a full listing of the Key Duties and Responsibilities and full selection Criteria please download a copy of the position description.</p> <p>For a complete list of key duties, responsibilities, and selection criteria, please download the position description for this role from Council's website.</p>
How to apply	<p>To be eligible to apply for a position at Torres Shire Council, you must fulfil one of the following criteria:</p> <ul style="list-style-type: none"> • Be a permanent resident of Australia • Be an Australian citizen • Have an entitlement to work visa
Selection Criteria	<p>Note: Torres Shire Council encourages applications from Aboriginal and Torres Strait Islander people.</p> <p>Address your application to the <i>Human Resources Manager</i> and email to employment@torres.qld.gov.au.</p> <p>Please ensure your application includes the following:</p> <ul style="list-style-type: none"> • A copy of your résumé • A cover letter addressing the key selection criteria <p>Please address the following selection criteria in your application.</p> <ol style="list-style-type: none"> 1. Demonstrated experience managing airport operations, aviation facilities, or comparable regulated infrastructure. 2. Sound knowledge of CASA aerodrome requirements, aviation safety systems, and regulatory compliance. 3. Proven ability to manage safety, risk, and emergency response in a high-risk operational environment. 4. Experience supervising staff and contractors in a remote or operational setting.

<p>Pre-Employment Assessment</p>	<ol style="list-style-type: none"> 5. Strong stakeholder engagement, communication, and negotiation skills. 6. Demonstrated capability in budgeting, financial management, and contract oversight. 7. High level of organisational skills, decision-making ability, and accountability. 8. Current Class C driver licence (or ability to obtain). <p>Desirable</p> <ol style="list-style-type: none"> 9. Aerodrome Reporting Officer (ARO) qualification or equivalent. 10. Experience working in remote or regional communities, particularly in local government or public sector environments. 11. Knowledge of Indigenous community engagement and cultural awareness 12. Experience managing capital works or grant-funded infrastructure projects. <p>As part of the selection process, applicants may be required to undertake some or all of the following pre-employment assessments / checks:</p> <ul style="list-style-type: none"> • Pre-employment medical, which will include a functional capacity assessment and drug and alcohol test. • National police / criminal history check • Numeracy and Literacy Assessment • Computer Skills Assessment • Qualification / Licence Verification • Right to Work in Australia Check
<p>Contact Person</p>	<p>Torres Shire Council Human Resource Manager</p>
<p>Contact Number</p>	<p>0418 619 329</p>
<p>Contact Email</p>	<p>employment@torres.qld.gov.au</p>
<p>Closing Date</p>	<p>Open ended</p>