



Australian Government

Department of Sustainability, Environment, Water, Population and Communities
Australian Antarctic Division

AIRCRAFT GROUND SUPPORT OFFICER (AGSO)

Overview of the Role

As an Aircraft Ground Support Officer (AGSO) you will be responsible for the provision of ground support to fixed and rotary wing aircraft operations in Antarctica. This will involve manual work, fuel handling and transporting of passengers and cargo to and from aircraft. Aircraft schedules are heavily influenced by weather conditions and will involve periodic working of long hours to capitalise on periods of good weather.

AGSOs will be based at Casey and Davis stations during the Antarctic summer season.

What will you actually do on the job?

Tasks associated with the position will vary depending on whether the position is based at Casey or Davis station. Casey is not a helicopter base, (although visited by ship based helicopters for short periods) and is more orientated to fixed wing support, particularly the operation of the machinery listed below for skiway construction and maintenance. Davis is a station with 2-3 helicopters routinely based there over the summer season as well as fixed wing aircraft.

Tasks include:

- Construction, maintenance and reporting of Ski Landing Areas (SLA's) to agreed standards. Machinery used to construct and maintain SLA's varies widely, dependant on type of surface and location. At Davis and Casey the primary machine used is - Prinoth BR 350 snow groomer. Other machines that may also be utilised include Challenger and Case tractors, Cat dozers, Loaders, telehandlers, Hagglunds tracked vehicle, skidoos and tracked quad bikes
- Aviation fuel handling, including the management of station based aviation fuel stocks
- Passenger and cargo manifesting
- Coordination and conduct of safety briefings for expeditioners
- Coordination and assistance with the transport of personnel and cargo to, from and within the aircraft, including the preparation and hook up of helicopter external loads
- Provision of SLA weather observations to pilots and Bureau of Meteorology

- Providing basic emergency first aid and aviation fire fighting and emergency response services as required
- Maintaining inventory registers of station based Air Operations equipment
- Documenting procedures and making recommendations for the ongoing development of such for future seasons
- Supporting station, field operations and science programs as required

You will maintain a personal and practical commitment to AAD WHS and Environmental Policies. The safety and environmental roles and responsibilities relevant to your position will be communicated to you prior to deployment to Antarctica.

As well as these specific job roles you will also be required to, in common with all other expeditioners, perform duties outside those listed to support the community life of the expedition, such as general kitchen duties, garbage clearance, water duties etc. This may occur both at the Wilkins site and on Station.

As this role will require you to be involved in a Safety Sensitive Aviation Activities, a condition of employment is that you will be required to participate in drug and alcohol screening of urine and/or saliva samples.

Required Skills, Knowledge and Attributes

The team of Aircraft Ground Support staff deployed to Antarctica will typically be a mix of personnel with previous experience in machinery operation/maintenance *and/or* previous experience in aspects of aircraft ground support as outlined below

- Either:
 - qualifications in the operation and/or maintenance of machinery relevant to the performance of the tasks listed above, particularly SLA construction and maintenance and
 - You will hold a current HR driver's licence valid in Australia
 - You will have a current statement of attainment in the following units of first aid - Apply First Aid (HLTFA301B) and Perform CPR (HLTCPR201A).

and/or:

- demonstrated capability in aircraft ground support functions including some or all of the following:
 - cargo handling experience, including the manifesting of such (including Dangerous Goods). This will include a current HR (minimum) driver's licence valid in Australia
 - provision of passenger handling and support services
 - helicopter sling loading
 - air/ground communications

- aviation fuel handling experience, including fuel stock management
 - provision of meteorological information; and
 - basic emergency fire fighting and rescue
- Compiling written reports (eg end of season report)
 - Basic computer skills
 - Capacity to perform physical work in harsh environmental conditions

Personal Qualities Requirements

As a member of a small community there are also personal attribute requirements which the Australian Antarctic Division assesses very closely. You will need to meet the personal qualities criteria listed below.

To be successful you will:

- demonstrate a strong work ethic
- demonstrate that you can make a positive contribution to the community and team
- demonstrate that you respond to authority and are compliant with the law, legislative requirements and AAD policies and procedures
- demonstrate a commitment to Australian Antarctic program specific requirements

Due to the working conditions at Wilkins there will be special emphasis on you having:

- a practical nature and a demonstrated ability to assimilate formal and onsite training, and
- a high degree of tolerance for your work and living environment and well developed stress coping mechanisms

Medical, Psychological and Security Screening

If you are assessed as meeting the above job related and personal quality requirements, you will be required to undergo medical, psychological and security screening. Meeting and maintaining suitability in relation to these requirements is mandatory.

- The AAD's Polar Medicine Unit will decide on your medical fitness for duty in Antarctica following tests conducted on our behalf by a nominated medical practitioner. This will include comprehensive drug screening for compliance to undertake Safety Sensitive Aviation Activities (SSAA)
- Psychological assessments are conducted on our behalf by a nominated professional provider
- Security checking requirements vary depending on the role, but may be limited to a police records check