



CITY OF BRIDGEPORT, CONNECTICUT

The City of Bridgeport is now accepting submissions for the position of

AIRPORT MANAGER *Department of Public Facilities*

The Bridgeport-Sikorsky Memorial Airport is the City of Bridgeport's Municipal Airport providing non-commercial flight aviation services. Department objectives include the maximization of the economic and public service value to the city and the region; striving to provide a safe and secure facility for general, corporate, and public aviation.



For more information visit: <https://www.bridgeportct.gov/government/departments/airport-services>

Salary and Benefits: \$108,100.00 (Step/Level 1) - \$112,334.00 (Step/Level 2) - \$116,577.00 (Step/Level 3) - \$120,832.00 (Step/Level 4) - \$121,435.00 (Step/Level 5) annually. Starting salary shall be commensurate with experience and qualification as determined by the City. Subsequent step/level increases shall be progressive and in conformance with the established Civil Service Rules, practices and procedures. This position is affiliated with the Bridgeport City Supervisors Association (BCSA) and includes an extensive package of benefits as outlined with the associated collective bargain agreement (aka "union contract"). The above salary is subject to cost-of-living increases as negotiated by the respective bargaining unit. The current anticipated wage increases are as follows: July 1, 2025 – 3% and July 1, 2026 - 3%. The benefits shall include health insurance coverage (medical, dental, vision, prescription), a term life insurance policy, paid leave (sick, vacation, personal), paid holidays, and other voluntary employee paid benefits.

The City of Bridgeport also offers several voluntary benefit programs via automatic payroll deduction: 457(b) Deferred Compensation Plan with Roth options, legal services, and complimentary discounted perks for city municipal employees. Tuition reimbursement is available to most City employees based upon the terms of the contract which covers the employee. Additionally, tuition discounts may be available at various universities and colleges that have partnered with the City of Bridgeport.

The city participates in the Connecticut Municipal Employees Retirement System (CMERS) (www.osc.ct.gov/rbsd/cmers/muniretire.htm), which requires both employer and employee contributions. Please be aware that your earnings from this position are not covered under Social Security; instead, you will make contributions towards your government pension plan. For further information, you may visit the Social Security website at ssa.gov.

This summary provides a brief overview of the benefits available to regular full-time municipal employees. Depending on the employee group, some of these benefits include health insurance (medical, dental, vision, and prescription), life insurance, short- and long-term disability, paid leave (sick, vacation, and personal), paid holidays (13), and more.

Application Process: Mail, deliver or email a resume, a cover letter, and three (3) professional references to the Civil Service Commission Office, Room 106, 45 Lyon Terrace, Bridgeport, Connecticut 06604 or by email to COB.Jobs@bridgeportct.gov. Please include “Airport Manager” in the subject line.

This position will remain open for public submission of interest until filled.

(Any/all changes to this opening shall be at the discretion of the City of Bridgeport).

This position will require a pre-employment medical examination and controlled substance screening.

Municipal Profile

The City of Bridgeport is in Fairfield County at the mouth of the Pequonnock River on Long Island Sound. It is bordered by the towns of Trumbull to the north, Fairfield to the west, and Stratford to the east; with an approximate population of 147,000, 50,367 households, and a population density of 9,226 residents per square mile. Nicknamed the “Park City” for its over 40 public parks and 1,300 acres of public space, Bridgeport is a vibrant community home to numerous attractions that enhance the City’s economic fortunes. The [Barnum Museum](#) showcases the life and times of the former City mayor and renowned showman, P.T. Barnum. The [Hartford Healthcare Amphitheater](#) holds live music and other shows. The [Total Mortgage Arena](#) brings hundreds of thousands of visitors annually to Bridgeport’s Downtown to watch minor league hockey, college basketball, college hockey, and other events. The [Connecticut's Beardsley Zoo](#) is one of the most visited tourist attractions and only zoo in the State. The [Sacred Heart University's Discovery Museum and Planetarium](#), located in the North End of the City, offers interactive science and space displays. Additionally, Bridgeport is home to a [Vinny Brand's Stress Factory Comedy Club](#), [Downtown Cabaret Theatre](#), and many [fine dining](#) options.

Governing Structure

The City has a Mayor-City Council form of government. Bridgeport has an elected mayor who serves as the chief executive officer of the municipal government and serves a four-year term. The current mayor is Joseph P. Ganim, who is currently serving his eighth term as mayor. The City Council is the twenty-member legislative body whose two major responsibilities are enacting ordinances necessary to ensure the welfare and good order of the City and adopting the City’s [annual budget](#). Councilmembers are elected by the residents of the ten council districts to represent the concerns, needs, and issues of their constituents, and work to improve the City’s neighborhoods. All Councilmembers serve a two-year term in office.

GENERAL STATEMENT OF DUTIES:

Under the general supervision of the Bridgeport Airport Commission as prescribed in Bridgeport Municipal Charter Chapter 12 § 7 and Bridgeport Municipal Ordinance Chapter 14.04. The airport manager shall oversee the daily operations of the airport and the enforcement and compliance with federal, state and municipal laws, ordinances and regulations. This position will recommend changes to the airport commission in procedures and policy when necessary to keep service in pace with the aviation industry.

This leadership role requires strong analytical and technical abilities and demands carefully thought-out decisions. The job centers on developing new ideas, systems, and programs, in addition, analyzing and improving established ones. A high level of expertise is expected. A successful candidate will have a style that is purposeful and directed to advancing the city and planning and economic development strategy to improve operations and decision making.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The essential functions or duties described below are the primary functions and duties of the position. There may be other types of work that may be performed, and the omission of a particular duty or function does not exclude that duty or function from the position provided the duty or function is similar in work, related to the work or logically assigned to the position.

- Full span of control of all administrative and operational functions of the municipal airport.
- Assures compliance with federal, state, and municipal laws, ordinances, and regulations.

- Recommend changes in procedures and policy when necessary to keep service in pace with the aviation industry.
- Promotes the acquisition of new business and extended use of facilities.
- Handles negotiations for new contracts; supervises collection of revenues, requisition of supplies and equipment, and other business management phases of airport operations.
- Promotes cooperation of governmental agencies in securing improvements in airport facilities.
- Coordinates matters related to air traffic control with control tower chief or offices of the Civil Aeronautics Authority.
 - Supervises a force of five to ten maintenance, custodial, and other employees.

MINIMUM EDUCATIONAL REQUIREMENTS:

- College graduation with major work in business or public administration, aeronautical, civil engineering, or related field.
- Extensive association with aviation or airport activities with relation to operation, maintenance, or administrative supervision.
- Any equivalent combination of education and experience at the discretion of the City.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Thorough knowledge of federal rules and regulations and principles and methods of business management relative to airport operation.
- Aptitude for promotional and public relations work and ability to establish working relationships with business executives, governmental officials, and the public.
- Strong management skills in the areas of organization, planning, administration, communication, and budgeting.
- Must be proficient in a variety of computer software applications: Microsoft Word, Excel, and other Office applications as necessary.
- Excellent verbal and written communication skills.
- Ability to organize, prioritize and plan/schedule work tasks to meet deadlines.
- Ability to prepare and present oral and written reports.
- Must be able to interact professionally and communicate effectively with individuals at all levels of government, peers, site-based staff, agency partners as well as the public.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations which do not cause undue hardship may be made to enable individuals with disabilities to perform the essential functions.

- Essential and marginal functions may require maintaining physical condition necessary for sitting for prolonged periods of time. Tasks may involve extended periods of time at a keyboard or workstation. Frequent downward flexion of neck, side-to-side turning of the neck, fine finger dexterity and grasp to manipulate the keyboard, telephone, writing instruments, papers, books, manuals, and reports.
- Ability to see and read objects closely, as in typing from another document, reading/proofreading a report, read plans, using a computer monitor, filing and/or retrieving information from a filing system and verifying the accuracy of financial information.
- While performing the duties of this job, the employee is frequently required to walk, sit and talk or hear. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
- While performing the duties of this job, the employee occasionally works near moving mechanical parts or in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes, airborne particles, and vibration.

This job description is not, nor is intended to be, a complete statement of all duties, functions, responsibilities, and qualifications which comprise this position. The above is intended as a general summary only. You should not rely on it as a complete or binding explanation. This summary is subject to the reasonable discretion of city management. This summary does not constitute a contract of employment, express or implied, between the employee and City of Bridgeport. This is an informational guide and is subject to correction of any information which may have been inadvertently misstated.

The City of Bridgeport is an Equal Opportunity Employer

For further information and contact:
CIVIL SERVICE COMMISSION
45 LYON TERRACE, ROOM 106
BRIDGEPORT, CONNETICUT 06604
TELEPHONE: (203) 576-7103



[Explore Bridgeport](https://www.bridgeportct.gov/explore)