

**MICHIGAN CIVIL SERVICE COMMISSION
JOB SPECIFICATION**

STATE POLICE AIRCRAFT PILOT

JOB DESCRIPTION

Employees in this job function as aircraft pilots responsible for piloting airplanes and/or helicopters in the performance of law enforcement, transportation and other activities.

There are two classifications in this job.

Position Code Title – State Police Aircraft Pilot-E

State Police Aircraft Pilot (Trooper) E11

This is the experienced level. The employee functions as an experienced-level Michigan State Police Trooper and aircraft pilot, performing the full range assignments in a full functioning capacity, flying rotorcraft or single and multiple engine aircraft. Considerable independent judgment is required to carry out assignments. Guidelines may be available, but require adaptation or interpretation to determine appropriate courses of action.

Position Code Title – State Police Aircraft Pilot-A

State Police Aircraft Pilot (Sergeant) 12

This is the advanced level. The employee functions as a lead worker, overseeing the work of lower-level employees by making and reviewing work assignments, establishing priorities, and coordinating activities, or as a senior worker, performing State Police Aircraft Pilot assignments recognized as the most complex. Senior-level employees perform complex assignments beyond those expected at the experienced level which have been approved by Civil Service.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Pilots single or multi-engine, fixed-wing or rotary-wing aircraft.

Flies missions to patrol freeways and highways in order to enforce traffic laws and assist motorists encountering problems.

Flies missions to conduct surveillance, search and rescue, and take photographs.

Transports officials by air to crime scenes, court, or civil disasters.

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Transports blood, serum and/or equipment by air in emergencies.

Communicates by radio with airport control towers, air traffic control centers, and ground units.

Performs pre-flight inspection of aircraft.

Determines flight routes and altitudes for safe and efficient flights, and files flight plans.

Evaluates current and forecasted weather conditions before and during flights as well as other information relating to the safe conduct of flights.

Maintains all records of activities and flight logs.

Performs other law enforcement activities as assigned.

Performs related work as assigned.

May be required to perform the full range of law enforcement officer duties of a State Police Trooper.

Additional Job Duties

State Police Aircraft Pilot 12

Instructs other departmental pilots for their currency of ratings, as necessary.

Oversees the work of lower-level employees by making and reviewing work assignments, establishing priorities, and coordinating activities.

Instructs other pilots in advanced aviation skills and techniques.

Pilots single or multiple engine and rotary-wing aircraft.

Prioritizes and adjusts flight schedules to meet section needs.

Serves as chief pilot and section commander in their absence.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

NOTE: Considerable knowledge is required at the experienced level and thorough knowledge is required at the advanced level.

Knowledge of the operation and maintenance of fixed wing or rotary wing aircraft.

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Knowledge of federal air regulations relative to pilots' privileges, restrictions and obligations.

Knowledge of weather and weather interpretation including the effect of weather on flight characteristics.

Knowledge of airport procedures, including proper methods of takeoff, approach and landing.

Knowledge of the techniques of loading an aircraft to achieve proper balance.

Knowledge of state laws and their enforcement.

Knowledge of investigation and law enforcement methods, procedures, and policies and the laws governing and prescribing the powers and authorities of a law enforcement officer.

Knowledge of departmental rules, regulations and policies.

Knowledge of federal laws and their enforcement.

Knowledge of the geography, topography, and weather conditions of Michigan.

Skill in flying aircraft as demonstrated to departmental personnel before appointment.

Skill in flying aircraft at all times of day, all seasons and all weather conditions and flying at low altitudes and low air speeds.

Ability to use the senses and reasoning to gather information under difficult circumstances, apply tests of law, and make independent determinations of legality.

Ability to operate aircraft by using only flight instruments.

Ability to respond quickly in emergencies.

Ability to communicate effectively.

Ability to read and apply complex written laws and procedures.

Ability to maintain records and prepare reports related to the work.

Ability to operate an aircraft radio.

Ability to read maps, airway manuals, and charts.

Ability to describe and communicate locations to ground units.

Ability to conduct pre-flight inspections.

Additional Knowledge, Skills, and Abilities

State Police Aircraft Pilot 12

Ability to provide advanced aviation training.

Ability to determine work priorities.

Ability to explain instructions and guidelines to others.

Ability to adjust flight schedules and assign work to others.

Proficient at piloting both single or multiple engine, fixed-wing and rotary-wing aircraft.

Working Conditions

The employee may have pilot responsibilities in all weather conditions at any time of day.

Some jobs require an employee to work in a hostile environment.

Some jobs require an employee to work in adversarial situations.

Some jobs require an employee to be exposed to hazardous work environments.

Some jobs require an employee to be exposed to inclement weather conditions.

Employees may be required to work on a rotating shift.

Employees are required to be available for duty 24 hours a day, including holidays.

Employees may be subject to transfer on a temporary or permanent basis anywhere in the state.

Physical Requirements

The job duties require an employee to work under stressful conditions.

Ability to operate equipment used in the work and to perform strenuous tasks requiring muscular strength, coordination, and cardiovascular endurance.

The job duties require an employee to be absent of any physical limitation which would impair effective performance in the Department of State Police.

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Education

Possession of a high school diploma or GED Certificate and successful completion of the Michigan State Police Training Academy Recruit School.

Experience

State Police Aircraft Pilot E11

Three years of experience as a State Police Trooper E11.

State Police Aircraft Pilot 12

Four years of experience as a State Police Trooper E11 or one year as a State Police Aircraft Pilot E11.

Special Requirements, Licenses, and Certifications

Possession of a commercial pilot's license with an instrument rating and with either an airplane or helicopter rating.

Possession of a minimum of a second class Federal Aviation Administration medical certificate.

Completion of 500 hours of flying time, of which 200 hours are cross-country flying, not less than 100 hours of which must have been within the last two years.

Absence of a criminal record of felony convictions which would prohibit the employee from receiving, possessing, and carrying a firearm.

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

Job Code

STPPILOT

Job Code Description

State Police Aircraft Pilot

Position Title

State Police Aircraft Pilot-E

State Police Aircraft Pilot-A

Position Code

STPPILTE

STPPILTA

Pay Schedule

T01-002

T01-003