



## HELICOPTER PILOT

### **DEFINITION**

Under general supervision, safely operates the Police Department's helicopter during patrol and special mission flights under both day and night visual flight rules; conducts both pre- and post-flight inspections of the aircraft, along with minor maintenance consistent with manufacturer and FAA regulations; and performs related duties as assigned.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from the Air Support Unit Supervisor. Exercises no direct supervision over staff.

### **CLASS CHARACTERISTICS**

This journey-level classification is responsible for independently piloting a helicopter for the Police Department's Air Support Unit. Positions at this level exercise judgment and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. The duties and responsibilities of this class are governed by Federal Aviation Administration (FAA) Rules and Regulations, Departmental policy, and City policy. This work requires initiative and sound judgement in the flight operation of a Police Helicopter in support of ground units.

### **EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)**

*Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so qualified employees can perform the essential functions of the job.*

- Safely operates the Police Department helicopter and other related equipment, including specialized law enforcement equipment, in accordance with Federal Aviation Administration (FAA) guidelines.
- Maintains accurate flight records and logbooks.
- Collaborates effectively with other pilots, tactical flight officers, supervision, department staff, and outside contractors and vendors.
- Maintains knowledge and awareness of FAA regulations, Aircraft Operating Manuals, Safety Management Systems, and other regulations concerning the safe operation of department aircraft.
- Maintains current qualifications and proficiency in helicopter operations.
- Maintains day and night currency on the police department helicopter.
- Conducts minor maintenance on police helicopter pursuant to FAA regulation and manufacturer guidelines.
- Performs mathematical calculations required for aircraft operations.
- Conducts law enforcement aerial patrol operations in a designated area of the City, or regional area, as assigned in a helicopter aircraft.
- Performs pre-flight and post-flight inspections of helicopter and associated equipment and systems in accordance with FAA regulations to ensure safe operations.

- Flies routine and emergency assignments such as law enforcement and administrative flights.
- Conducts inspections of helicopter; tracks helicopter supplies, equipment, tools, and aircraft parts.
- Observes and complies with all City and mandated safety rules, regulations, and protocols.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Federal Aviation Administration (FAA) regulations regarding the operation of rotorcraft under Part 91, as well as operations under Public Aircraft regulations.
- Helicopter flight control systems and operations, including the operation of turbine engines.
- Airspace, weather, terrain, flight planning, crew resource management, aeronautical decision making, flying conditions, and safety management.
- Safe use and operations of helicopters and related equipment; helicopter emergency procedures.
- Helicopter maintenance requirements, record keeping, and scheduling procedures.
- Required FAA reporting forms and completion and forwarding procedures.
- The operation and maintenance of rotary-wing aircraft, including unique capabilities, mechanical features, and maintenance requirements.
- Law enforcement aerial patrol procedures, surveillance techniques, tactics, and procedures unique to municipal police departments.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- City and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

### **Ability to:**

- Safely pilot a helicopter and perform the duties of Pilot in Commander during all phases of flight in support of the law enforcement mission, in accordance with federal, state, and local aviation regulations, policies, and procedures.
- Learn and follow department policy, practices, and procedures.
- Work a variety of shifts depending on the needs of the Air Support Unit and to respond to the City in cases of emergency.
- Properly utilize all safety equipment.
- Meet the physical requirements of the position including any aircraft related requirements.
- Recognize potential mechanical hazards.
- Manage helicopter ground activities safely, and direct others in the safe operations around helicopters.
- Perform under stressful and adverse conditions.
- Perform mechanical skills necessary to complete pilot daily inspections and request appropriate action to correct problems.
- Make correct and sound decisions on helicopter use in practical applications.
- Operate a helicopter under hazardous conditions.
- Organize work, set priorities, meet critical deadlines, and follow-up on assignments.

- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

**Education and Experience:**

*Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:*

Education:

- Equivalent to completion of the twelfth (12<sup>th</sup>) grade.

Experience:

- One thousand (1,000) Hours of Pilot in Command time in rotorcraft; and five hundred (500) Hours of Pilot in Command time in turbine powered aircraft.

**Licenses and Certifications:**

- Possession of a valid California Driver's License, to be maintained throughout employment.
- Possession of a valid Federal Aviation Administration (FAA) Commercial Pilot Certificate with Rotorcraft Rating, to be maintained throughout employment.
- Possession of a valid FAA Class II Medical Certificate, to be maintained throughout employment.

**PHYSICAL DEMANDS**

Must possess mobility to operate a helicopter; strength, stamina, and mobility to perform medium to heavy physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, climb and descend ladders; possible entry into confined spaces to use confined entry equipment; grasp and make repetitive hand movement in the performance of daily duties; to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various City sites; and vision to inspect and operate equipment. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to operate and repair tools and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

**ENVIRONMENTAL CONDITIONS**

Employees work inside of a helicopter and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, mechanical and/or electrical hazards, hazardous physical substances and fumes, smoke, vapors, dust, chemicals, and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

**WORKING CONDITIONS**

Work is subject to rotating shifts, on-call, and weekend assignments.