

**Posted:** November 10, 2021



## POSITION ANNOUNCEMENT

**TITLE:** PROGRAM MANAGER/ UAS

**DEPT:** EMRTC

**REG**

**TEMP**

**FULL TIME**

**PART TIME**

**STARTING RATE or SALARY RANGE** \$52,000

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.

**INTERNAL POSTING THROUGH:** November 18, 2021\* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

### JOB DUTIES:

Provide program support that is directly responsive to the DHS First Responder Cooperative Agreement, including (a) provide management and oversight of UAS activities; (b) assist EMRTC First Responder Program Administrators efforts that are responsive to program-specific requirements; (c) provide leadership and direction to ensure performance competency, highest safety standards, and the highest level of customer service; (d) manage and maintain all UAS procedures, administration and deployments and ensures all UAS personnel and operations are in adherence and compliance with NTM SOP's FAA regulations, and federal, state, and local laws. This position will be required to work 40 hours a week with some weekends. Manages all UAV operations, functions, and workflows.

### REQUIRED QUALIFICATIONS:

Read and comprehend instructions, write information and complete simple forms. High School (or GED) level ability in spelling, grammar, basic composition and math. Bachelor's degree required in any area of study. Five (5) + years of supervisory experience required. Must be willing to travel domestically. Demonstrated computer skills (windows, etc.) required. Familiarization with FAA regulations and processes desired. Experience with operation of small unmanned aerial vehicles desired. Obtain FAA Part 107 License within 6 months of hire required. Experience building and/or maintaining UAV's desired. Must be a US citizen with a valid Driver's License. Must be COVID-19 fully vaccinated.

Apply to: [nmtjobapps@npe.nmt.edu](mailto:nmtjobapps@npe.nmt.edu) OR NMT/ HR 801 Leroy Place Brown Hall Box 213, Socorro, NM 87801