



Fort Drum

Career Skills Program (CSP)

Watertown International Airport

Overview of Career Skills Program (CSP):

The Watertown International Airport is a regional non-hub commercial service airport located just outside the City of Watertown. It is the only full service airport within a 60 mile radius for civilian aircraft. The airport is owned and operated by Jefferson County, located in the greater Thousand Islands and Fort Drum areas. Daily the airport receives four American Airlines service operations and multiple general aviation flights. Approximately 48,000 passengers fly commercially on American Airlines utilizing the airport on an annual basis. A few thousand passengers fly privately to the area for both business and pleasure during the summer months.



The airport department is responsible for all daily operations of Airfield Management, Fixed Base Operation, including Fueling Aircraft, and Airfield Maintenance activities. Being a small regional airport, employees perform many diverse job duties and responsibilities, whereas larger airports have more specialization.



The airport routinely has temporary staffing openings for airfield maintenance and aircraft flight line services during the summer months. These positions serve as the job pool for future full-time positions.

The CSP enables participants to gain experience in the airport's various roles, duties, and responsibilities that are attractive to potential airport or airfield related employers across the country in both the public and private sectors. Some experiences may include (but are not limited to) the following:

***Airport Administration CSP***

- Finance and Administrative Duties
- Customer Service
- Account Analysis
- Digitization of Records
- Special Projects
- Data Entry and File Keeping
- Marketing Events and Projects
- Historical Record Keeping
- Information Technology Activities



## ***Airfield Maintenance and Fixed Base Operations (FBO) CSP***



- Aircraft Fueling Quality Control Operations
- Operation of Specialized Ground Service Equipment
- Airport Operations
- Airport Maintenance
- Aircraft Refueling
- Aircraft Rescue Fire Fighting
- Airfield Electrical Systems
- Navigation Aid Maintenance
- Pavement Maintenance
- Airfield Vegetation Management
- Building HVAC and Utility Systems
- Airfield Wildlife Management
- Custodial Operations
- Operation of Medium to Heavy Motor Equipment
- Customer Service

### Training Overview:

The participant will need to select from the three (3) focus areas of: Administration, Airfield Maintenance, or FBO Services. Participants will gain civilian experience in each of the areas listed above.



Participants may obtain a Safety First Training Program qualification from the National Aviation Transportation Association (NATA), the industry standard for line service and customer service specialists. The training certificates for Airport Maintenance and FBO Services meet the FAA 14 CFR Part 139 requirements for personnel fueling aircraft. Participants will also gain in-depth knowledge of civilian airports and be able to participate in a wide range of job duties, activities, and training in airport operations and maintenance of airfields.



### Purpose/Outcome:

The aviation industry expects to seek job candidates to fulfill several positions supporting various roles for the next several years. This CSP internship will enable soldiers transitioning out of the ARMY to establish contacts and gain valuable experience working in the civilian aviation industry. This CSP program will give the applicant the needed experience and training certifications to be one step ahead of other applicants applying for similar positions at airports worldwide.

**For more information: Active Duty Soldiers may contact Career Skills Program Installation Administrator, Clark Hall, Rm B2-7, 10720 Mount Belvedere Blvd. Fort Drum, NY (315) 774-1022**

**Resume and interview required prior to internship acceptance.**

**Watertown Int'l Airport – [airport@co.jefferson.ny.us](mailto:airport@co.jefferson.ny.us) 315-786-6005.**