



Office of Human Resources  
Airport Safety Simulator Trainer – CA3591  
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### General Statement of Duties

Performs advanced professional work in the design, implementation, and ongoing management of Denver International Airport's (DEN) Driver Simulation Program. This position develops and maintains simulator-based driver training systems, oversees simulator operations and maintenance, integrates simulation into the broader DEN Driver Education Program, and ensures alignment with regulatory and safety standards under FAA Part 139 and DEN Rule 130.

### Distinguishing Characteristics

This classification is distinguished from the Operations Trainer by its responsibility for managing and maintaining DEN's simulator systems, serving as a subject matter expert for driver simulation technologies, and leading training innovation through virtual environments and data analytics. It is distinguished from the Operations Training Supervisor in that it does not supervise trainers directly but functions as a technical and program lead responsible for simulator readiness, training content development, and performance evaluation.

### Essential Duties

Implements and manages DEN's Driver Simulation Program, including system setup, configuration, software updates, scenario programming, calibration, and maintenance scheduling.

Develops, delivers, and evaluates simulation-based training curricula in coordination with the Operations Training Supervisor and Safety Division.

Integrates simulator training outcomes into the broader Driver Education and Infraction Program, ensuring consistent standards of competency and behavioral safety.

Serves as technical liaison with simulator vendors and IT/maintenance support teams to ensure optimal performance, licensing compliance, and data integrity.

Designs realistic, scenario-based modules replicating airport operational environments (e.g., low visibility, FOD events, incursion prevention, jet blast, wildlife, and snow operations).

Tracks and analyzes training performance data to identify trends, support continuous improvement, and report on training effectiveness.

Assists with developing standard operating procedures (SOPs) and technical manuals for simulator use, maintenance, and safety.

Supports innovation and integration projects such as simulator expansion, multiuser coordination, or integration with Learning Management Systems (LMS).

Provides technical instruction to Operations Trainers and Supervisors on use of simulator platforms. Maintains records and prepares reports on system performance, training completion, and participant evaluations. Performs other related duties as assigned.

Employees may be re-deployed to work in other capacities in their own agencies or in other City agencies to support core functions of the City during a City-wide emergency declared by the Mayor.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

### Competencies

Technical Expertise- Strong understanding of simulation technology, software systems, and human-machine interface design.

Training & Instruction- Skilled in applying adult learning principles and simulation-based education.

Program Management- Plans, organizes, and monitors multiple projects with attention to quality, schedule, and regulatory compliance.

Innovation & Problem Solving- Identifies opportunities for training improvement through technology and data.  
Safety Awareness: Deep understanding of airfield operations, SMS principles, and risk mitigation practices.

Communication- Clearly conveys technical and operational concepts to diverse audiences.

Teaching Others – Helps others learn through formal or informal methods; identifies training needs; provides constructive feedback; coaches others on how to perform tasks; acts as a mentor.

### Knowledge & Skills

Knowledge of simulator operation, maintenance, and scenario design tools.

Knowledge of airfield safety and operations in compliance with FAA Part 139 and DEN rules.

Skill in troubleshooting software and hardware issues in simulation systems.

Ability to collect, analyze, and interpret performance data for training evaluation.

Understanding of adult learning theory, training metrics, and instructional design.

### Level of Supervision Exercised

None

### Education Requirement

Graduation from high school or the possession of a GED, HiSET or TASC Certificate.

### Experience Requirement

Four (4) years of experience conducting technical or operational training in an aviation, transportation, or simulator-based environment, including experience with simulation hardware/software systems.

### Education & Experience Equivalency

Additional appropriate education may be substituted for the minimum experience requirements.

### Licensure & Certification

By position requires a valid Driver's License at the time of application.

By position, requires a valid Commercial Driver's License (CDL "A" or "B") at time of application.

Licenses and certifications must be kept current as a condition of employment.

**Working Environment**

Regular interaction with simulator systems, electronic components, and training participants. Pressure due to multiple projects and system deadlines. Occasional exposure to airfield environments during system validation and testing.

**Level of Physical Demand**

1-Sedentary (0-10 lbs.)

**Physical Demands**

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

- Color vision: Ability to distinguish and identify distinct colors.
- Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.
- Field of Vision: Ability to sharply detect or perceive objects peripherally.
- Fingering: Picking and pinching, through use of fingers or otherwise.
- Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.
- Hearing: Perceiving and comprehending the nature and direction of sounds.
- Lifting: Moving objects weighing no more than 10 pounds from one level to another.
- Reaching: Extending the hands and arms or other device in any direction.
- Repetitive motions: Making frequent or continuous movements.
- Sitting: Remaining in a stationary position.
- Standing: Remaining in a stationary position.
- Talking: Communicating ideas or exchanging information.
- Vision Far Acuity: Ability to perceive or detect objects clearly at 20 feet or more.
- Vision Near Acuity: Ability to perceive or detect objects at 20 inches or less.

**Background Check Requirement**

- Criminal Check
- Education Check
- Employment Verification
- By position, Motor Vehicle Record
- By position, must obtain Criminal Justice Information Services (CJIS) clearance within the probationary period.

**Assessment Requirement**

None

**Probation Period**

Six (6) months.

**Class Detail**

- Pay Grade: NE-19
- FLSA Code: N
- Established Date: 3/8/2026
- Established By: AOF
- Revised Date:
- Revised By:
- Class History: New classification.