



## BILLINGS LOGAN INTERNATIONAL AIRPORT

# BIL Billings, MT

## Transportation Security Officer Job Overview

Thank you for your interest in employment with the Transportation Security Administration (TSA). If you successfully complete the Transportation Security Officer (TSO) candidate evaluation process and are selected for a position, you will play a vital role in supporting the Department of Homeland Security (DHS) mission. This fact sheet highlights some of the unique operational requirements.

### SIGN-ON BONUS

TSA is offering a sign-on bonus of up to \$1,000 for this location. \$500 after onboarding and an additional \$500 after one year of service. This initiative applies to TSO new hires that onboard by September 30, 2022.

## Airport Details

- Maintains a 18 hours a day, seven days per week flight schedule
- Peak times are Monday through Sunday:
  - 4:30 a.m. – 6:30 a.m.
  - 11:30 a.m. – 1:30 p.m.
- Screening operations are located inside the terminal and may or may not be temperature controlled.

TSA offers rewarding, meaningful careers and professional growth.

We are a team of dedicated individuals who work hard to deliver our mission of protecting the nation's transportation systems and ensuring safe travels.

### MISSION

Protect the Nation's transportation systems to ensure freedom of movement for people and commerce.

### VISION

An agile security agency, embodied by a professional workforce, that engages its partners and the American people to outmatch a dynamic threat.

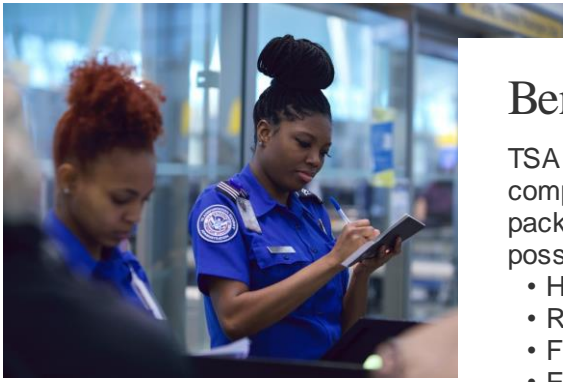
## Work Schedules

TSO work schedules are based on the operational needs of the airport and may include non-traditional shifts, weekends and holidays.

Due to the nature of the job, virtually no flexibility is offered to accommodate personal commitments or schedules. TSA does allow one-way trades and shift trades under the Collective Bargaining Agreement.

- 25 hours per week tour of duty
- Five (5) days of five (5) hours per day. Monday through Sunday (with two consecutive days off) This may include irregular hours, nights, Holidays, week-end shifts, changing shifts and spit shifts.

Specific shifts are assigned after new hires successfully complete their training and are subject to periodic adjustments to meet changing operational needs. TSA employees are considered emergency personnel and are expected to report for duty during inclement weather regardless of state and local restrictions on travel.



## Benefits

TSA believes our greatest asset is our people, which is why we offer competitive salaries and have designed a comprehensive benefits package that provides you and your family with the best possible options.

- Health, dental, vision, life and long-term care insurance
- Retirement program and Thrift Savings Plan [similar to a 401(k)]
- Flexible Spending Account
- Employee Assistance Program
- Personal leave days and paid federal holidays
- Uniform allowance

Other benefits may include:

- Health and wellness programs
- Transportation subsidies
- Tuition assistance

### LOCAL AIRPORT CONTACT

Michael Watts  
Michael.Watts@tsa.dhs.gov  
Phone: 406-255-2016

### CONTACT INFORMATION

If you have any questions, please contact the TSA HC ServeU Customer Care at [HC-ServeU@tsa.dhs.gov](mailto:HC-ServeU@tsa.dhs.gov). If you are hearing impaired and require assistance, please dial 711 for the Federal Relay.

### DUAL FEDERAL EMPLOYMENT

TSA's Dual Federal Employment policy limits an employee's ability to work for multiple federal agencies at the same time. If you work for (or are retired from) another federal agency, please consult with the airport HR staff for more information.

### ACTIVE DUTY MILITARY

If you are on active duty military service, are a reservist or are a member of the National Guard who has been called to active duty, you must either be discharged or on terminal leave pending separation or released from active duty under honorable conditions prior to beginning employment with TSA.

### COMMUTER INFORMATION

Onsite parking is available for TSA employees free of charge. Public transportation to the airport is not available. Subsidies for transportation are not offered at BIL.

## Dress Code & PPE Requirements

In compliance with TSA's Occupational Safety and Health protocols, the TSO position currently requires the use of surgical masks, face shields, nitrile gloves and other applicable Personal Protective Equipment (PPE) at all times. TSA provides the applicable PPE to comply with this mandatory requirement. Please note that it will be necessary to wear the supplied PPE for the full duration of your shift, which could be eight hours or more. TSO uniforms are provided to employees. There are restrictions on certain accessories and grooming while in uniform. These include:

- Eyewear
- Jewelry
- Facial hair
- Hair style
- Makeup
- Fingernails
- Personal electronic devices
- Chewing gum
- Tobacco products
- Tattoos

### TRAVEL & TRAINING REQUIREMENTS

If hired by TSA, your employment would be contingent upon successfully completing required classroom and on-the-job training. This may include traveling to one of the TSA Training facilities for a minimum of two weeks. To complete all required training, you may be required to work a full-time schedule for up to your first four (4) weeks. In some cases, you may also be required to travel to another airport at the government's expense to receive your training. While employed with TSA, other occasional travel may be required.