

Date Posted: 1/30/2017

Job Opening: Director of Maintenance/Accountable Manager

Hours: FT, Mon. – Fri. Working nights and weekends may be required on an as needed basis.

Global Aviation, Inc., a Part 135 Charter/Management Company and Part 145 Certified Repair Station, is seeking a candidate to fill the position of Director of Maintenance.

This position reports to the Company President.

Essential Functions/Major Responsibilities:

- Interface with customers and represent the Company in all matters associated with the Maintenance Department.
- Ensures that all aircraft maintained by the Company are returned to service in an airworthy condition and that all work is performed in accordance with pertinent Federal Aviation Regulations (FARs).
- Determines Maintenance Department personnel requirements based on present and projected workloads.
- Hires and discharges Maintenance Department personnel as required.
- Reviews, assesses, and revises maintenance-related Company manuals and procedures.
- Schedules Company and customer aircraft for maintenance, including coordinating contracted work at other facilities or with individuals at other locations.
- Ensures that aircraft discrepancies are properly documented and that all work is properly documented as required by Company manuals and FARs.
- Maintains liaison between the Federal Aviation Administration (FAA) and the Company.
- Remains knowledgeable about, and maintains access to, all applicable Federal Aviation Regulations.
- Ensures that all Quality Assurance functions performed by Company maintenance personnel or authorized contractors/vendors on aircraft, engines, components, or accessories maintained by the Company, are in accordance with Company manuals and FARs.
- Provides direction to the Chief of Maintenance, Chief Inspector, and Purchasing/Facility Manager.

Successful applicant will:

- Hold a current A&P certificate with no violations.
- Hold a current drivers' license.
- Be able to pass a pre-employment drug and alcohol test and a background check.
- Have 10 years' experience in maintaining medium to large Corporate/Private jets.
- Have 5 years' experience in Part 135 maintenance operations.
- Have a firm comprehension of FARs.
- Be experienced in dealing with the FAA, customers and aircraft owners.
- Be experienced in dealing with aircraft OEMs and vendors.
- Possess good organizational and planning skills.
- Be experienced in leading and communicating with subordinates in an effective, positive manner.
- Interface and communicate well with flight crews.

Compensation:

Commensurate with experience. Benefits and 401(k) are provided.