



## JOB DESCRIPTION

<b>JOB TITLE:</b> <ul style="list-style-type: none"><li>• <b>Licenced Engineer (B1 or B2)</b></li></ul>	<b>Abbreviation:</b> <ul style="list-style-type: none"><li>• <b>LE</b></li></ul>
<b>REPORTS TO:</b> <ul style="list-style-type: none"><li>• <b>Head of Maintenance</b></li></ul>	<b>DEPARTMENT:</b> <ul style="list-style-type: none"><li>• <b>Engineering</b></li></ul>
<b>DEPUTISED BY:</b> <ul style="list-style-type: none"><li>• <b>Licenced engineer</b></li></ul>	<b>LOCATION:</b> <ul style="list-style-type: none"><li>• <b>STN</b></li></ul>
<b>JOB PURPOSE:</b> <p>The day-to-day management of the aircraft maintenance inputs and projects and the certification of all maintenance inputs in accordance with the current certification privileges</p>	
<b>ACCOUNTABILITY:</b> <p>To ensure that all scheduled and non-scheduled maintenance events are completed for aircraft under ITJC Part 145 control. Ensure that all maintenance is carried out to the highest standard and all regulatory and company standards are met. Maintain the utmost safety and quality standards in performance of the certification of all Base, line and AOG maintenance support events in accordance with the current company approvals and licenced certification privileges.</p> <p>Acts as the face of the company in respect to the aircraft owner and/or representative, and endeavour to positively satisfy the customer to the best of his / her and/or ITJC's support capabilities.</p>	
<b>MAIN RESPONSIBILITIES AND DUTIES:</b> <ul style="list-style-type: none"><li>• Managing a team of assigned engineers of various skills with regards to maintenance inputs/projects</li><li>• Ensuring that the allocated team meet with financial, commercial, and engineering targets</li><li>• Hold company approvals for aircraft type engine run up authorisation</li><li>• Communicating the progress of inputs/projects daily by written reports and daily meetings</li><li>• Liaison with the hangar management with regards to progress, manpower, critical path and third-party requirements</li><li>• Liaison with support services for spares procurement, shortage reports, repair and technical information</li><li>• Authorisation of repair requests and high-cost spares</li><li>• Ensuring all activities are carried out in accordance with the relevant company and Health and Safety procedures</li><li>• So far as quality is concerned, he/she is to ensure that all staff under his control are properly directed, have comprehensive work instructions, and are adequately</li></ul>	



briefed on each activity and understand and work to the quality system as defined in part 3 of the company MOE

- Carry out quality monitoring of all scheduled and non-routine work cards to ensure a final release to service can be issued in a timely manner
- Ensuring adequate handovers between shifts and departments is carried out
- Liaise with customer representatives and carry out any customer requests during a check input.
- Constantly seek improvement in all activities to maximize productivity and minimize cost
- Any other duties that may be required by the Corporate Base Maintenance Manager.
- Any other duties, that may, from time to time be required by the Accountable Manager

**Authorities:**

- Has authority over the staff working within his/her area of responsibility
- To request and provide assistance to the Head of Maintenance
- To request assistance from other departments

**Qualifications Prerequisites:**

- Highly organized and able to prioritise work in a fast-paced environment.
- Proven ability to provide effective management of resources.
- Strong leadership skills.
- Advanced level of written and oral communication skills with excellent interpersonal skills.
- **Recognised Apprenticeship**
- Full unrestricted 'B1' or 'B2' license (B2 engineers are required to have electrical privileges.)
- 'A', 'C', licenses
- Engine ground run approval



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