



PART 145 PRODUCTION PLANNING ENGINEER

Reports to: Technical Services Manager	Abbreviation:
Division/Department: Technical Services	Deputised by:
Location: Hangar 1, Stansted	Version/Date: v2 JAN2026

JOB PURPOSE

The Part 145 Planning Engineer Supports the organisation in production and management of maintenance and modification projects

ACCOUNTABILITY

Accountable for production of accurate maintenance work packages and the management of complex maintenance and modification projects in accordance with ITJC processes and procedures.

MAIN RESPONSIBILITIES AND DUTIES

- Manages complex aircraft maintenance and modification projects to protect the critical path.
- Communicates with customers at a professional level in relation to maintenance input planning ensuring that the requested work scope is received, understood and translatable into a tangible work package.
- Produces work packages in line with the customers' requirements to ensure access, spares, tooling, manpower and third-party service requirements are identified, ordered and available prior the aircraft scheduled downtime.
- Communicates with approved third-party vendors for the arrangement of services to make sure their attendance and time estimates fall within the requirements to maintain the critical path.
- Coordinates Part-21 Design Organisations to engineer and support customer requests for aircraft modification, ensuring documentation meets the requirements of EASA/Foreign NAA to allow implementation under company approvals.
- Prepares and chairs internal pre-input review meetings with Commercial, Engineering & Logistics departments in line with company milestone requirements.
- Performs pre-input review meeting with customer to discuss incoming defects and customer specific requirements.
- Coordinates acceptance of aircraft into maintenance.
- Identifies and proactively resolves critical path issues which could affect the aircraft input schedule.
- Reviews and completes the aircraft library, e.g. Technical Log, Deferral Log, etc. during an input and upon release to service.
- Provides assistance to Document Control with review of completed paperwork and rectification of issues arising.
- Generates documentation and supports certifying staff through the return to service stage of aircraft maintenance input.
- Constantly seeks improvement in all activities to maximise productivity and minimise cost.
- Provides assistance to SBDM to best manage customers' expectations.
- Performing of any other duties within your capabilities as directed by the Company

QUALIFICATIONS PREREQUISITES

- Demonstrable experience of Production Planning within a Part 145 Maintenance Organisation.
- 5 years of experience in aviation maintenance, operations, CAMO or manufacturing.
- Strong PC user skills (Excel, Word, MS Project)
- Demonstrate good presentation and interpersonal skills.
- Show a good sense of priorities.
- Experienced in the usage of Wings ERP or equivalent.
- Time flexibility.

OTHER SPECIFICATIONS

- Rigorous and self-motivated.
- Maintain strict confidentiality of the data.
- Attend and pass successfully all mandatory trainings & assessments according to the area of activity

EMPLOYEE DECLARATION

I confirm that I have read and understand the requirements and responsibilities of my role and agree to adhere to them if there is anything I do not understand I am aware that I should raise this with my line Manager

Print Employee Name:

Employee signature:

Date:

Manager Name:

Manager Signature:

Date