

VACANCIES

Northern Air Maintenance is an Approved Aircraft Maintenance Organization based at Maun International Airport maintaining 20-odd aircraft flying into the Okavango Delta and the region. It has approval by Botswana, Namibia, Zambia and Zimbabwe Civil Aviation Authorities. Northern Air Maintenance currently employs 59 staff of which more than 20 are qualified and licensed Aircraft Maintenance Engineers. It has a well-established Avionics Workshop which includes the only Civil Aircraft Instrument Overhaul workshop in Botswana. We are looking for a highly motivated, energetic and dedicated individual with a passion and proven experience in the aviation maintenance management arena. The applicant will be based in Maun, Botswana and should be prepared to travel into remote areas from time to time.

AVIONICS MANAGER

PURPOSE OF THE JOB

The Avionics Manager is responsible for managing the team of people in allocating workload and managing the day to day avionics operations in the hangar and workshops. It requires the post holder to coordinate resources and liaise with internal and external key contacts to ensure work is delivered on time and to a quality standard. The Post Holder must be Quality and productivity focused.

BRIEF DESCRIPTION OF POSITION

- Manage the activities of the Avionics department
- Assign work in the department; ensure all work is done in accordance with prescribed regulations and procedures.
- Ensure all Avionics, Electrical and Instruments systems conform to the latest acceptable Aviation standards.
- Perform Installation and maintenance of avionics components and electrical systems components and electrical systems components such as airborne navigation/communication systems weather radar, autopilot, compass systems and accessories in accordance with MFG specifications and FAA guidelines (aircraft such as Piper, Cessna and other general aviation and corporate aircraft).
- Advise Management and the Customers of available options to improve the operation of the fleet serviced by NAM and Prepare quotations for the customer with reasonable suggestions on new equipment available to the industry.
- Work with the Accountable Manager to respond to client 's requests for updates on the status of their jobs and keep the communication channel open to ensure information is accurate.
- Receive and review feedback from customer's complaints and follow up to ensure customer satisfaction.
- Liaise with Stores to ensure Avionics stock is kept up to date and within manageable levels
- Ensure Avionics Publication are up to date and current.
- Install, adjust, repair and maintain avionics, electrical and instrument systems and components on aircraft.

QUALIFICATIONS

- Must be a qualified Aircraft Avionics Engineer or Licensed Aircraft Maintenance Engineer (LAME – avionics with all trades; radios, instruments and electrical)
- Current Humans Factors certificate.
- Good knowledge of the aviation industry
- Civil Aviation ratings for Instruments Type License, Radios Type Licence. Auto Pilot Manufacturers Training Certificate, and Weather Radar (having at least 60 % of the above will be considered),
- Knowledge of the structure of aircraft mechanical systems, hydraulic and pneumatic system in aircraft.

Added advantage: Quality Assurance management Qualification & Safety Management Systems Qualification

Please Note: the successful candidate needs to be found suitable by the CAAB before appointment. Elements of the Job Description, Qualifications and Competencies mentioned in this advertisement may be measured by the CAAB, along with aircraft maintenance experience, maintenance qualifications and diplomas for determination thereof.

COMPETENCIES

- Ability to work independently
- Experience and knowledge of working with toxic or harmful substances
- Good understanding of aerodynamics
- Knowledge of aircraft avionics, instruments and electrical systems in aircraft
- Good understanding of Aircraft Maintenance Organisation operations
- Understands all the various Civil Aviation regulations in relation to the operations of an Aircraft Maintenance Organisation.
- Familiar with standard concepts, practices, and procedures within an Aircraft Maintenance Organisation.
- Perform a variety of complex tasks.
- A certain degree of creativity and latitude is required.
- Be accountable.
- Quality, time and safety conscious
- Ability to network and manage relationships with various stakeholders
- Ability to build a team and communicate effectively across all levels.
- Attention to detail - be neat and accurate in work.
- Ability to work long hours and still maintain first class quality of work.
- Lead with impartiality and integrity.

Only candidates who meet the above requirements need to apply by following the link below:

<https://wilderness-agencies.jb.skillsmapafrica.com/Job/Index/36962>

SECURITY OFFICER

PURPOSE OF THE JOB

The Security Officer ensures that Northern Air Maintenance operates in accordance with the Civil Aviation Act, 2011 Aviation Security Act, 2011 and Aviation Security (General) Regulations 2013. The Security Officer recommends, coordinates and implements Northern Air Maintenance security measures in line with approved internal safety policies, standards, practices and programmes including the Emergency Response Plan.

BRIEF DESCRIPTION OF POSITION

- Monitoring of the NAM CCTV and alarm systems by responding to sited incidents and emergencies.
- Providing security related assistance to NAM personnel and third parties at NAM facilities.
- Preparing Incident/Occurrence Reports concerning security breaches and unusual circumstances, incidents or events that directly involve safety/security or AMO operational issues.
- Initiating NAM specific security training program to promote security awareness
- Submitting reports on unusual events that threaten the security of the facilities, aircraft or endangers life or property.
- Taking reasonable counteraction to save lives and property, or lessen danger, at the same time maintaining the safety of the Security Officer and remaining alert during any emergencies.
- Maintaining checklists and checkpoints throughout assigned shifts.
- Assisting to investigate incidents or accidents, through populating data into the standard incident reporting system as well as providing photographs and diagrams.
- Communicating with persons desiring entrance to restricted areas, examining their authorization to the areas and prohibiting unauthorized persons as directed.
- Questions and records verbal or written statements of participants and eyewitnesses of incidents such as personal injury, damage to customers' aircraft or NAM property, fire, or theft.
- Fully embrace security/safety training programs to enhance their aviation security knowledge at all times.

QUALIFICATIONS

- Diploma in Criminal justice or any related field.
- Valid driver's license and clean driving record necessary.
- Must be able to pass a Criminal History Record Check.
- Proven theoretical and practical experience in the Aviation Security principles and procedures.
- Proficiency in MS Office with emphasis on Excel.
- Possession of an Aviation Security Management Course will be an advantage
- A minimum of 5 years' experience in aviation security functions or a reasonable time as deemed sufficient by the Authority, working within the aviation environment.
- Proven knowledge of the Civil Aviation Regulations of Botswana.

COMPETENCIES

- Ability to handle typical and crisis situations efficiently and effectively at client site.
- Should have knowledge of national, regional and international civil aviation security legislation
- Demonstration of good managerial/supervisory skills.
- Attention to detail.
- Ability to build effective teams.
- Must be knowledgeable on the following key areas:
 - a) Global overview of aviation security
 - b) Human factors in security operations;
 - c) Relevant international conventions;
 - d) Relevant national legislation and regulations;
 - e) Threat assessment, risk assessment and management;
 - f) Security technologies and techniques.
- Proficiency in reading, writing and speaking English and ability to communicate effectively both orally and in writing for the purpose of public interaction and report writing.
- Ability to provide quality customer service.
- Outstanding interpersonal and communications skills required.
- Experience at senior level in other security-related fields such as law enforcement would be an added advantage.

Only candidates who meet the above requirements need to apply by following the link below:

<https://wilderness-agencies.jb.skillsmapafrica.com/Job/Index/37109>

Closing Date: 28 February 2020