



CO-OPERATIVE REPUBLIC OF GUYANA
GUYANA CIVIL AVIATION AUTHORITY

VACANCIES

Applications are invited for suitably qualified persons for the following positions:

Apply to:

1. **AIR TRAFFIC CONTROL ASSISTANT (ATCA)**

Collaborates with the Air Traffic Control Officer for the provision of a safe, effective and efficient air traffic services. Ensures the coordination of flight plans, associated messages and aeronautical data between ATS units in a timely manner under the supervision of the Air Traffic Control Officer. Assists in maintaining display of all flight plan data both electronic and printed form. Manages the reception and the dissemination of messages on the Aeronautical Message Handling System and Flight Data Display.

2. **AERONAUTICAL INFORMATION MANAGEMENT OFFICER**

Ensure the flow of all aeronautical information/data pertinent to International Air Navigation. Ensure static and dynamic data management of all aeronautical information/data in an accurate and timely manner consistent with the standard operating procedure and other relevant documents. Maintain electronic databases with aeronautical information/data to ensure that no corrupt or erroneous information/data is disseminated to users of the services. Review and assist in the preparation of aeronautical maps/charts/data in accordance with ICAO Annex 4 and 15.

Mandatory Qualification for Both Positions

- Five (5) Caribbean Examination Council Certificate (General Proficiency) with passes in five (5) subjects (Grades I-II), inclusive of English, Mathematics and Information Technology (Passes at Grade I-II). Geography or EDPM will be an asset.

Applicants must be between the ages of 17-25 years. Successful Applicants shall be required to undergo mandatory training for a period of 3-6 months prior to assuming any of the above positions.

Human Resources Manager
Guyana Civil Aviation Authority
73 High Street, Kingston, Georgetown

Closing date for all applications: July 31, 2016.

**JOIN THE TEAM THAT MANAGES
HUNDREDS OF AIRCRAFT CARRYING
THOUSANDS OF PEOPLE AND TONS OF
CARGO WITHIN AND ACROSS GUYANA
DAILY.**



NOTES:

1. Students who have written CSEC in 2016 and are awaiting results are encouraged to apply.
2. Recruitment teams will be at LICHAS, Mackenzie, Linden on Sunday 3rd July from 09:00hrs to 12:00hrs.
Parika Salem School from 09:00hrs to 12:00hrs on 8th July
Stewartville Secondary School from 14:00hrs to 17:00hrs on 8th July

West Demerara Secondary School from 09:00hrs
to 12:00hrs on 9th July
New Amsterdam Technical Institute from
09:00hrs to 12:00hrs on 11th July
Corentyne Comprehensive from 14:00hrs to
17:00hrs on 11th July
Skeldon Secondary from 09:00hrs to 12:00hrs on
12th July

3. Application forms are available online at the
GCAA's website: www.gcaa-gy.org applicants are
encouraged to download, fill same and bring
with them on the dates in question or send via
post to the above address.