

GUYANA CIVIL AVIATION AUTHORITY
JOB DESCRIPTION/ JOB SPECIFICATION

JOB TITLE: FLIGHT OPERATIONS INSPECTOR

DIRECTORATE: Aviation Safety & Security

DEPARTMENT: Flight Operations

JOB SPECIFICATION

ROLE

Provide regulatory safety oversight and surveillance, including but not limited to, certification and approvals, flight checks, route checks, audits, inspections, and surveillance for flight and ground operations activities of all Aircraft Operation, Approved Training Organizations, and Ground Handling Agencies in Guyana. Also, provision of regulatory oversight of all Guyana Air Operators overseas, as well as all Pilots and other licensed Operations Personnel holding a Guyana License.

QUALIFICATIONS AND EXPERIENCE

Essential:

- Holder of a current Airline Transport Pilot License with a minimum of 5,000 hours as Pilot-in-Command of a multi-crew civil or military air transport aircraft.
- A minimum of eight (8) years' experience in airline transport operations.

Desirable:

- A University Diploma or Degree in Management or an Aviation-related field would be an asset.
- Working knowledge of the Guyana Civil Aviation Act and Regulations.
- Working knowledge of the relevant ICAO Annexes (1, 2, 6, 7, 8, 13, 18, & 19).

SKILLS AND ATTRIBUTES

Skills:

- Experience in technical training, including understanding and use of visual aids, training devices and aircraft flight simulators.
- Demonstrated analytical skills, including the ability to adapt a systematic approach to problem solving in a complex technical environment and to exercise sound professional judgment under pressure.

Competencies:

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- **Professionalism:** Demonstrate pride in work and in achievements; demonstrates professional competence and mastery on subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results.
- The ability to establish and maintain professional working relationships with industry and department personnel.
- The ability to assist in establishing and maintaining the public image of the GCAA as a competent and professional regulatory body.
- **Teamwork:** The ability to work effectively both independently and in a multi-disciplinary team environment; collaborate with colleagues when necessary to achieve organizational goals; solicits input by valuing ideas and expertise of others.
- **Communication:** Well-developed interpersonal and representational skills; and ability to speak and write effectively at all levels, generating technical and non-technical reports, presentations, letters, documents, manuals, etc.
- **Planning and Organizing:** Develops clear goals and objectives that are consistent with organizational strategies and departments; identifies priority activities and assignments; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.
- A willingness to commit to corporate objectives regarding the safety regulation functions, including a demonstrated ability to adapt positively to, and facilitate change.

WORKING CONDITIONS

- Based at Head Office but required to work from time to time away from the office, carrying out field inspections, audits, investigations, flight checks and route checks, and general surveillance.
- Normally required to work weekdays 08:00 hrs. to 16:30 hrs. May be required to work outside of the normal times due to the exigencies of the service provided.
- Official overseas travel may be required from time to time.