

# DRAKEN

**Job Title: Chief Engineer**

## Role Purpose (position scope)

The Chief Engineer reports to the Aircraft Maintenance Manager (AMM) and is responsible for the professional management of the assigned Maintenance function of the Approved Maintenance Organisation (AMO) in accordance with all applicable Aviation Regulatory Requirements and International Standards.

### SPECIAL CONDITIONS

Aircraft Maintenance is highly regulated, safety, quality and regulatory compliance is held as the first priority. The Chief Engineer must drive and deliver a culture of safety first ahead of schedule, with the highest level of safety and regulatory compliance across all relevant areas. Promoting SHE and Security in relation to the performance of fleet maintenance activities is essential.

Operational activities are based around customer requirements; therefore, the preparedness to work additional hours and deploy on detachments in the UK and overseas, is essential in order to deliver a successful maintenance business.

Line Manager	Dotted Line	Direct Reports	Dotted Line
Aircraft Maintenance Manager	Operations Manager – Aircraft Maintenance	Crew Chiefs Team Leaders	

## Key Responsibilities

Safety first. Operate at Draken Europe in accordance with the SHE standards and procedures. Identify where the SHE standards and procedures are applicable to appointed operations/tasks and apply safe systems of work identified.

- **Aviation Regulatory Responsibility & Ownership**
  - Applicable Aviation Regulation Regulators, but not limited to:
    - EASA
    - UK CAA
    - UK MAA
  - Ensuring that the Maintenance activities completed by assigned Maintenance function always complies with all applicable Aviation Regulations.
  - Ensuring that the assigned Maintenance function only performs maintenance work on aircraft or components within the boundaries of the privileges/scope of the Aviation Regulatory Approvals held, and as identified in the respective Regulatory Approval Certificates and Expositions.
  - Represent the maintenance management structure of the assigned Maintenance function and be responsible for all relevant activities specified in all applicable Aviation Regulations.
  - Ensure that the assigned Maintenance facilities used for the performance of planned aircraft or component maintenance complies with the requirements of all applicable Aviation Regulations.
  - Ensure that an active maintenance man-hour plan always remains in place, indicating that the assigned Maintenance function has sufficient competent staff to plan, perform and supervise all aircraft maintenance in accordance with all applicable Aviation Regulatory Approvals.
  - Ensuring the competence of all assigned Maintenance function personnel.

- Ensuring that the assigned Maintenance function shall have available, and use, the necessary equipment, and tools to perform the approved scope of work.
- Ensuring that all tools, equipment and particularly test equipment, as appropriate, are controlled and calibrated according to an officially recognised standard at a frequency to ensure serviceability and accuracy.
- Ensuring that the assigned Maintenance function hold, or have access to, and use only applicable and current approved maintenance data in the performance of all maintenance, including modifications and repairs.
- Ensuring that the assigned Maintenance function have a production planning system in place appropriate to the amount and complexity of work, to plan the availability of all necessary personnel, tools, equipment, material, maintenance data and facilities in order to ensure the safe completion of all maintenance work.
- Ensuring that a Certificate of Release to Service is issued by appropriately authorised staff, on behalf of the assigned Maintenance function, when it has been verified that all maintenance has been properly performed in accordance with approved maintenance data and Company procedures.
- Ensuring that all details of all maintenance work performed is always accurately recorded in the aircraft airworthiness documentation.
- Supporting the AMM and OM-AM with performing technical investigations in support Safety Occurrence Report Management.
- Supporting the AMM and OM-AM with the management of Audit Non-Conformances and Safety Investigation Findings:
  - Performing effective Root Cause Identification (RCI) and delivering effective and sustainable Containment, Corrective and Preventive Actions.
- **Quality, Security and Health, Safety & Environmental Responsibility & Ownership**
  - Applicable International Standards, but not limited to:
    - ISO 9001 – Quality (Business) Management System
    - ISO 14001 – Environmental Management System
    - ISO 45001 – Occupational Health Management System
    - ISO 27001 – Information Security Management System
  - Ensuring that the Assigned Maintenance function always complies with all applicable International Standards.
  - Ensuring that Risk Assessments are in place, maintained up to date, and used for all applicable assigned Maintenance function related tasks where the safety of personnel may be at risk.
  - Ensuring that COSSH Assessments are in place, maintained up to date, and used for all relevant products.
  - Ensuring that the assigned Maintenance function always applies safe systems of work.
- **Team / Personnel Management**
  - Effective, efficient, and proactive management of the assigned Maintenance Team.
  - Ensure all assigned Maintenance personnel are adequately equipped, trained and competent with respect to their roles and responsibilities.
  - Driving, ensuring, and assuring an enhanced safety (operational and SHE) and compliance culture across the assigned Maintenance Team.
  - Drive a culture of excellence across the assigned Maintenance Team by coaching, mentoring, motivating and actively engaging with personnel to achieve individual and business objectives.
  - Drive a culture of continuous improvement across the assigned Maintenance Team.
  - Identify and develop goals for the assigned Maintenance Team personnel, nurturing, engaging, and developing talent.
  - Manage and undertake succession planning, building resilience and depth within the assigned Maintenance Team.

# DRAKEN

- **Business Management**

- Operational performance – Efficient, effective, and on-time delivery of the maintenance program.
- Financial performance – Efficient, effective, and on-budget delivery of the maintenance program.
- Efficient and effective Internal & External Customer management and engagement.

- **Special Conditions**

- Ad Hoc / Out-of-Hours work during urgent / unforeseen business requirements.
- Domestic and International travel.
- Any other reasonable duties which may be requested that falls within the scope and/or capability of the incumbent.

## Key Deliverables

- The safe and compliant completion of aircraft maintenance within a timely manner.
- Accurate recording of maintenance activities performed via the business documentation and computer-based recording systems.
- Adherence to regulatory standards and company procedures
- Working safely and assuring the safety of those around you
- Working efficiently to deliver scheduled and unscheduled tasks to meet operational demands

## Core Skills

- **Experience & Qualifications**

- Expert knowledge of Aircraft Maintenance Management principles and practices – Extensive proven experience in a similar role.
- UK CAA Part 66 B1 or B2 Licensed Aircraft Engineer, or military equivalent experience.
- Theoretical and practical application-level knowledge of UK CAA/UK MAA/EASA Regulations as applicable in the AMO environment.
- Practical application-level knowledge of ISO 9001, ISO 45001, ISO 14001 & ISO 27001 as applicable in the AMO environment.
- Practical application-level knowledge of Safety Management System principles and requirements as applicable in the AMO environment.
- Demonstrable people and cultural change management experience.
- Able to hold an SC-Level security clearance.
- Able to hold a DV-Level security clearance (where required)

- **Personal Skill & Attributes**

- Excellent in nurturing, mentoring, guiding, and influencing personnel
- Excellent in communicating / presenting across all boundaries, internal and external, both verbally and written.
- Highly self-motivated, assertive, resilient with the ability to hold their own.
- Excellent organisational and time management skills, with the ability to achieve tight deadlines in challenging environments.
- Excellent use MS Office Software and other Company Software as required.
- Ability to maintain high levels of integrity, work ethic and confidentiality and use discretion appropriately

- Medically fit to perform daily engineering duties including detachment working.

**Key Measures**

- On-time and on-budget delivery of all maintenance requirements – no compromise to safety and/or compliance – Do the right thing 100% of the time, every time.
- Always maintaining compliance against all applicable Aviation Regulatory and International Standard requirements
- Always maintaining a competent workforce across the assigned Maintenance function
- Ensuring staff welfare, morale and ethical behaviour is always maintained across the assigned Maintenance function
- Continuous delivery of high quality (technically, aesthetically, compliant, and safe) aircraft from the assigned Maintenance function
- Always maintaining effective internal and external communication and engagement, across all levels

Job Holder: \_\_\_\_\_ Signed: \_\_\_\_\_

Manager: \_\_\_\_\_ Signed: \_\_\_\_\_

Date: \_\_\_\_\_