**Job Title: Captain (BN2T)**

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| **Role Purpose (position scope)** |
| 1. The authority of a Captain is derived from two sources; firstly, the law of the United Kingdom and, secondly, the authority conferred on him by the Company. The ANO states: *‘Every person in an aircraft registered in the United Kingdom shall obey all lawful commands which the commander of that aircraft may give for the purpose of securing the safety of the aircraft and of property or persons carried therein, or the safety, efficiency or regularity of air navigation.’*   b) The Captain is ultimately responsible for all aspects of safety and security whenever the aircraft is being operated under the sole supervision of the operating crew throughout the period of command. The operating co-pilot is his nominated deputy.  c) The Captain is also directly responsible for the conduct of flight operations in accordance with the Air Navigation Order, applicable European legislation and Company Operations Manuals.  d) The Company will nominate a Captain to be the aircraft commander for each flight or series of flights.  e) In addition, the Captain has the delegated authority and responsibility to impact positively upon Draken’s reputation, competitive position and commercial success. In exercise of command, the Captain is expected to exhibit qualities of leadership together with those skills and attributes which will positively influence all those involved in flight operations to maximise their contribution to the successful completion of each mission and to enhance the standing of the Company.  f) So that there can be no doubt as to which pilot is in command of any Company aircraft, the pilot designated as the Captain must sign the Aircraft Technical Log as the Commander of that aircraft. (Signing the Aircraft Technical Log confers overriding authority and responsibility in respect of the aircraft).  g) The designated Commander remains in sole command of the aircraft from the time he/she signs the Aircraft Technical Log until he/she relinquishes command to another Captain or, agent of the Company. While in command he/she must be seated at the aircraft controls for take-offs and landings. |

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| **Line Manager** | **Dotted Line** | **Direct Reports** | **Dotted Line** |
| Senior Base Pilot |  | Nil |  |

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| **Key Responsibilities** |
| * Safety first. Operate at Special Mission in accordance with the SHE standards. Identify where the SHE Standards are applicable to appointed operations/tasks and apply safe systems of work identified. * Apply countermeasures identified in applicable risk assessment to appointed operations/tasks. * The Commander must take all reasonable steps to:   + maintain familiarity with relevant United Kingdom and International air legislation and aviation best practices and procedures. *Note: This is typically achieved through dissemination of all relevant statutory regulations through crew notices and by incorporation in the relevant Operations Manual.*   + maintain familiarity with such provisions of the Company Operations Manuals as are necessary to fulfil the required function.   Furthermore, the Commander shall:   * be responsible for the safe operation of the aeroplane and safety of its occupants and cargo. This responsibility starts when he enters the aeroplane with the intention of carrying out a flight or from the point at which he first signs the Tech Log. * have authority to give all commands he deems necessary for the purpose of securing the safety of the aeroplane and of persons or property carried therein, and all persons carried in the aeroplane shall obey such commands; * have authority to disembark any person, or any part of the cargo, which in his opinion, may represent a potential hazard to the safety of the aeroplane or its occupants; * not allow a person to be carried in the aeroplane who appears to be under the influence of alcohol or drugs to the extent that the safety of the aeroplane or its occupants is likely to be endangered; * have the right to refuse transportation of inadmissible passengers, deportees or persons in custody if their carriage poses any risk to the safety of the aeroplane or its occupants; * ensure that all passengers are briefed on the location of emergency exits and the location and use of relevant safety and emergency equipment; * ensure that all operational procedures and checklists are complied with, in accordance with the Operations Manual; * ensure that the weather forecast and reports for the proposed operating area and flight duration indicate that the flight may be conducted without infringing Company operating minima; * decide whether or not to accept an aeroplane with unserviceability’s allowed by the MEL; * take all reasonable steps to ensure that the aeroplane, and any required equipment is serviceable; * in the absence of a qualified Company engineer, ensure that aeroplane refuelling is supervised with particular attention being paid to:   (i) the correct grade and amount of fuel;  (ii) fuel water checks;  (iii) fire safety precautions;  (iv) checking filler caps for security and correct replacement after refuelling;   * decide on the requirement for and implement the de-icing and anti-icing procedures in the event of icing conditions. * take all reasonable steps to ensure that the aeroplane mass and balance is within the calculated limits for the operating conditions; * confirm that the aeroplane’s performance will enable it to complete safely the proposed flight; * not permit any crew member to perform any activity during take-off, initial climb, final approach and landing except those duties required for the safe operation of the aeroplane; * take all reasonable steps to ensure that before take-off and before landing the flight and rear crew are properly secured in their allocated seats; * NOTE: Required Rear Crew should be properly secured in their allocated seats during taxy except for the performance of essential safety related duties; * take all reasonable steps to ensure that whenever the aeroplane is taxying, taking off or landing, or whenever he considers it advisable (e.g. in turbulent conditions), all passengers are properly secured in their seats, and all cabin baggage is stowed in the approved stowage’s; * ensure that the documents and Manuals in Para 8.1.12 are carried, will remain valid throughout the flight or series of flights, and are available for Company and CAA audit when required; * ensure that the pre-flight inspection has been carried out; * not permit any CAA mandated recording device to be switched off or erased unless directed by a maintenance procedure * maintain a high standard of discipline, conduct and appearance as a representative of the Company. * ensure that all required post-flight documentation, including Technical Log, PLOG, computer entries, mission reports etc. is completed and submitted. * ensure that one pilot remains at the controls of the aircraft with harness fastened at all times. * know, and apply if necessary, search procedures for dangerous devices (see 10.2.1 and Part B Section 3). * Ensure that no unauthorised person or cargo (in particular any dangerous goods) is on board the aeroplane. * Take all reasonable steps to ensure that no portable electronic device that could affect the aeroplane’s safety is used, and in particular that mobile telephones are switched off before entering the aircraft and should remain off until crews have left the aircraft. In addition, the Commander is to ensure the proper carriage and use of non-essential equipment in the flight crew compartment and remain alert to the dangers of crews being distracted from their primary responsibility of maintaining safe flight. The Commander should also ensure that crews avoid activities in the flight crew compartment that might lead to a loss of situational awareness and distraction. * The Commander shall, in an emergency situation that requires immediate decision and action, take any action he considers necessary under the circumstances. In such cases he may deviate from rules and Standard Operational Procedures, in the interest of safety. * The Commander has the authority to apply greater safety margins, including aerodrome operating minima, if he deems it necessary. * The Commander must ensure that, in the event of third party maintenance being required whilst away from base, the procedures are co-ordinated with Chief Engineer Line Maintenance. * The Commander must ensure that a continuous listening watch is maintained on the appropriate radio communication frequencies at all times whenever the flight crew is manning the aeroplane for the purpose of commencing and/or conducting a flight and when taxying.   **Post Flight Responsibilities**  *After each Sector*  After each sector the Captain must ensure that:     * all the detailed transit and turn-round procedures are complied with. * all necessary reports, forms and Tech Log entries are properly completed including the PLOG. * if there is no engineering support available that handling agents, refuellers and other support staff are appropriately supervised.   ***On Return to Base***  On return to base the Captain must ensure that:   * all required documents are properly completed and submitted for audit purposes. * all documents not required to remain on the aircraft are returned to their designated point. * before leaving base, complete the Checkout Procedure and be aware of his subsequent duties. * Any other duties that are reasonably requested by management within the capability of the incumbent. |

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| **Core Competencies** |
| Personal Skills/Abilities   * Strong focus on aviation safety and compliance * Ability to prioritise effectively * Strong airborne leadership skills * Ability to communicate and maintain effective working relationships with internal and external stakeholders * Customer focus * High level of personal and professional integrity * Strong organisational and time management skills * Able to work within teams and assume an appropriate style   Educational/Vocational Qualifications   * Hold a valid Professional Pilot’s Licence * Maintain command status on the major type of aircraft engaged in the role   Knowledge   * Flight Operations management practices and principles * Reasonable level of competence with the suite of Microsoft Office tools * Flight operations in the civil environment * Flight operations in military or government aviation – desirable * General business management principles including budget setting and control * Strong domain knowledge of customer operational requirements and customer platform capabilities   Experience   * Suitably qualified and experienced as Pilot * Suitably experienced in the management of aircrew * Delivery of contracted Flight Operations |

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| **Key Measures** |
| * Delivery in excess of 250 contract flying hours/annum. * Competent planning and execution with strong airborne leadership of detachments, exercises, and missions. * Contractual performance that meets or exceeds customer requirements. |

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

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

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