


**Job Title: Avionic Supervisor - L159**
**Role Purpose (position scope)**

The position is to assist the Crew Chief in being responsible to the Chief Engineer, for the safety, regulatory compliance and operational performance of all Part-145/A8-23 aircraft maintenance activities within the Aircraft Maintenance department and detached locations, essential to the effective delivery of customer contractual requirements. In addition, the Avionic Supervisor will provide support to the team with engineering decisions and provide guidance regarding personal and team development.

**SPECIAL CONDITIONS**

Aircraft Maintenance is highly regulated with safety, quality and regulatory compliance being held as the first priority. The Supervisor 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 to deliver a successful maintenance business.

Line Manager	Dotted Line	Direct Reports	Dotted Line
Crew Chief	N/A	N/A	Aircraft Engineer

**Key Responsibilities**

Safety first. Operate at Draken 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.

To maintain the overall performance of the aircraft maintenance operation and its personnel at a relevant station. This includes, but is not limited to:

- Safety, Quality & Regulatory Compliance
- Promote a “Just Culture” regarding safety and reporting of occurrences within the business
- To be particularly responsible for the maintenance and certification of the said maintenance of aircraft and aircraft equipment as allocated into their control by the Crew Chief
- Support operations and maintenance of aircraft at main base in addition to detached locations worldwide.
- The supervision and performance of ground movements of aircraft assigned to them.
- Ensuring that all technical staff working within their supervision carries out their duties in a safe and proper manner and in accordance with the relevant Maintenance Manuals, and the Maintenance Organisation Exposition. The certification of maintenance performed by their team.
- To ensure the correct and timely completion of all aircraft documentation relating to the maintenance activities performed under their supervision and certification.
- To co-ordinate engineering activities, enabling the team to complete tasks to target and within budget
- To review the team performance and provide feedback to the Crew Chief

- Ensure areas under supervision are always kept clean and tidy.
- Evaluate all existing standards, practices, and procedures with a view to continuous improvement and efficiency
- Assist the Crew Chief (where applicable) in the day-to-day functions of the team and deputise in their absence
- Assisting the Crew Chief in prioritising tasks and scheduling requirements
- Assisting the Crew Chief in the development of the team
- Ensuring company core values are maintained at all times
- Achieve optimal aircraft maintenance performance; maintain excellent customer and stakeholder relations
- Proactive monitoring and maintenance of their authorisations to always ensure recency and compliance

Other tasks as set by the Crew Chief or Chief Engineer that are considered to be within the capabilities of the individual and required as part of the daily running of the engineering department.

## Key Deliverables

- The safe and compliant completion and certification 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

### Personal Skills/Abilities

- Good Change and basic Project Management Skills
- Team oriented with proven communication and influencing skills
- An ability to supervise a team of people to achieve the desired tasks
- Customer focussed with good personal and communication skills
- Self-Motivated, confident, and assertive
- A demonstrated capability to work within, and adhere to, a defined set of organisational values
- Medically fit to perform daily engineering duties including detachment working
- A willingness to work shift patterns to suit the business needs
- Security cleared to meet current UK and ITAR requirements in support of the business

### Educational Vocational Qualifications –

- Minimum 3 years' experience on fast jet aircraft
- experience within an aircraft maintenance department that may include, line, base or workshop environments.

# DRAKEN

- Proven experience as a supervisor in either Military, Civil aviation or CAA Part 66 Aircraft Maintenance Licence Category B2
- Proven track record, over 5 years' experience within an aircraft maintenance environment is essential
- Company Authorisations and /or Unrestricted CAA Part 66 B2 licence with relevant type rating(s).
- Good knowledge of Regulatory requirements related to aircraft maintenance is essential
- Ability to work and deliver to deadlines
- Good level of Communication, Team Building and Partnership skills in dealing with stakeholders.
- The ability to motivate people and influence change in line with company organisational values
- An understanding, or preferably evidence, of working within a continuous improvement project.

## Key Measures

- The Safety, Quality and Regulatory compliance of Aircraft Maintenance activities
- Mission Punctuality, aircraft on time performance and MEL rectification
- Contractual delivery compliance, customer satisfaction and organisational reputation
- Staff welfare and morale with effective performance management
- Compliance with all Draken Policies and Procedures and company ethics
- Delivery of continuous improvement and change in line with best practice

## Motivations

- Self-starter who looks for lateral solutions.
- Needs to understand and deliver customer service, whilst representing the company interests.
- Needs to be able to enjoy working within a small team.
- An ability to work safely while meeting expected delivery schedules
- A willingness to work shift patterns / flexible hours.

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

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

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