



We're looking for a Head of Flight Operations

Position Location: Fort Erie, ON

The Head of Flight Operations defines policies and procedures governing all flight operations and provides administrative guidance as necessary for the maintenance and support of AHCA aircraft. The Head of Flight Operations is responsible for conducting post production/maintenance test flying of airframes and for performing ground and flight training to customers.

MAIN RESPONSIBILITIES

Training

- Perform flight training as an instructor pilot with transition and recurrent students in Airbus helicopters, training and evaluating maneuvers that include normal, abnormal, and emergency procedures.
- Manage training by coordinating with AH, AHI, and TC in order to determine the training needs of pilots and AME's.
- Ensure compliance with TC and other regulations in all Flight Operations assignments.
- Assist customers with flight related maintenance and performance questions; provide other pertinent and related information.
- Participate in global company workshops for setting pilot training standards as the voice of AHCA and the Canadian customer's training needs.
- Perform other duties as an AH "aviation subject matter expert" in an aircraft or training field as designated by the Chief Pilot, AHNA.
- Prepare daily risk assessments and flight plans.

Communication

- Maintain communication with all internal departments to ensure customer expectations are met.
- Maintain clear communication with AHCA and AHI management.

Flight Test, Deliveries and Demonstrations

- Conduct and monitor all flight test tasking to ensure compliance with safety standards and Transport Canada Civil Aviation requirements.
- Support customer deliveries, NHC, MAR and ferry flights, as dictated by the Programs.
- Supervise aircraft flight test programs and STC requirements.
- Prepare required pre-flight and post-flight documentation and reports, document significant occurrences.
- Coordinate flight schedule with Quality Assurance, Flight Line and Flight Operations personnel.
- Review annually all relevant documentation, controls, procedures and records.
- Assist in the support of the Marketing Department for demonstration flights and trade shows.



Management and Coordination

- Plan, forecast and control the department's expenses and equipment acquisitions in accordance with AHCA policies and procedures.
- Attend policy/planning meetings.
- Comply with all applicable Transport Canada regulations and departmental policies and procedures in the accomplishment of safe and efficient operations.
- Uphold the values and image of Airbus.
- Support Company commitments (technical, quality, schedule and cost) through seamless service and risk mitigation in own area of responsibility.
- Focus on Customer Satisfaction & maintain relationships with key stakeholders (customers, suppliers, process owners, product managers, social representation) and ensure clarity, consistency and communication of their requirements.
- Monitor the implementation of plans on Technical Communication Quarterly, report on progress, lead corrective and improvement projects, resolve conflicts, foster change management initiative, reward innovation.
- Assess and develop people strengths and competences according to future business needs and people career plans, identify and promote talents, seek and provide regular feedback on individual and team behaviours and ways of working, develop people accountability and controlled initiatives / risk taking.
- Foster health and safety mindset in the workplace and knowledge of health and safety requirements.

Ensure Safety in Flight Operations

- Ensure pre-flight preparation of the flight plan taking into consideration maintenance performed serviceability, weather, aircraft limitations, fuel requirements, destinations and alternate airport requirements.
- Ensure load carried is secured to prevent shifting in flight, and the weight and balance is calculated and is within the permissible range.
- Ensure fuel placed in aircraft is not contaminated.
- Conduct thorough inspection before flight.

Maintain Current Knowledge of Assigned Aircraft Models

- Keep current with the latest technology, policies, rules, and regulations affecting the program.
- Ensure Awareness of all Applicable Changes in Technology and Flight Procedures as they occur.



EDUCATION & JOB REQUIREMENTS

- University Degree or College Diploma in Aviation
- Canadian Commercial Pilot License with instructor and IFR ratings. (Type rated for helicopters to be flown)
- Canadian Airline transport Pilot or Canadian Commercial Pilot Certificate for Helicopters
- Canadian Flight Instructor Rating, Class 3
- Minimum of 2000 hours and flight time in types of helicopters to be flown
- Type rating AS350 (Type rating on EC120 and experience on EC130) would be an asset
- Ground School Instructor experience and stamina, and ability to teach 3 day ground school
- 2000 Flight hours (1500 in helicopters and minimum 500 as pilot in command)
- Extensive flight training experience
- Post maintenance flight test experience
- Experience flying Airbus Helicopters an asset
- 200 hours in a multi-Engine Helicopter an asset
- IFR Rating
- Must be legally able to work in Canada

PHYSICAL REQUIREMENTS

Sitting with occasional periods of standing. Rarely any walking or climbing (ladders/stairs) sporadic lifting/carrying (up to 75 lbs.) using floor to waist movements may be required as well as twisting/bending of the back and knees. Frequent use of hands/fingers for typing and data entry, gripping and pinching and finger dexterity and precision tasks may be used for work activities. Required to have Near Sight, Far Sight, Peripheral Vision and Colour vision. Ability to hear quiet, hear noise, hear location and hear discrimination. Responsibilities and tasks are performed both indoors and outdoors. The incumbent may be exposed to hot/cold temperatures, wind, rain or snow when working outdoors. Working in high altitudes while aboard aircraft. Job duties may also involve awkward body positions, exposure to loud noise, video display terminals and stress due to job complexity at times. Other hazards include exposure to oil and grease, slippery surfaces and vibrations.

**Interested applicants can apply on our online portal
via [ApplicantPro](#).**

We would like to thank all applicants however, only those selected for an interview will be contacted