



WE'RE LOOKING FOR PROGRAM MANAGER

POSITION LOCATION: FORT ERIE, ON

The Program Manager is responsible for leading activities related to all aspects of new aircraft completions, and support business analysis in order to quote and complete aircraft to the specifications of the AHCA customers. The Project Manager will coordinate all involved departments; establish, monitor and revise schedules and budgets; track and manage changes; support the writing of contracts and manage their execution; assess and manage risks. The Program Manager provides inputs in the preparation and controlling of all pricing and rules for services such as new aircraft completions and rebuilds/retrofits, pricing for spares and manufactured options, pricing services, and business cases for AHCA manufactured items and for all new development projects (R&D, STC, etc.).

MAIN RESPONSIBILITIES

1. New Aircraft Programs Offers/Tenders

- Coordinate Engineering, Planning, and/or Customer Support inputs for new aircraft completions, rebuild or retrofit quotations.
- Conduct Pre-Contract meetings for new aircraft completions.
- Review and approve pricing prepared by Business Analysts for items relating to aircraft completion.
- Document program risks highlighted at quote stage.

2. New Aircraft Programs Execution

- Coordinate Engineering, Planning, and/or Customer Support inputs for new aircraft completions, rebuild or retrofit quotations.
- Conduct Contract review meetings for new aircraft completions.
- Document/update program risks and monitor their impacts, mitigation plans, status throughout project/program life
- Prepare and issue all ATPs for new aircraft completion work.
- Translate the executed contracts into Statement of Work which will be distributed to the relevant departments (planning, production, finance, engineering, QA, etc)
- Monitor all aspects of the aircraft completion for compliance to contract and acceptance date.
- Prepare and distribute the Internal Handover Documents.
- Assess the need to launch work in anticipation of requirements and organize tasks accordingly.
- Evaluate and challenge productivity targets and results.
- Review Gross Margin analysis for new aircraft deliveries
- Provide value-add feedback to aircraft configuration and pricing review



3. Scheduling and Planning

- Maintain the Master Production Schedule for aircraft operations.
- Prepare three (3) to twelve (12) months' workload analysis for composite and new helicopter completions and capacity requirements for new helicopter completions.
- Participate in the preparation of the year Y+1 new helicopter completion plan to balance workload to achieve the operating plan.

4. R&D and Projects Management

- Prepare business case elements for new manufacturing projects and new engineering developments.
- Liaise with group programs on PSP projects and provide update on the approved projects
- Evaluate and challenge productivity targets and results.

EDUCATION & JOB REQUIREMENTS (Minimum)

- University Degree or College Diploma in Business Administration, Operations Management, Finance, or a related field.
- PMI and/or PMP certification is a plus.
- 3-5 years' experience in Aviation industry and Program management or related field.
- Experience using SAP Enterprise Resource Planning System is a plus.
- Ability to communicate effectively in writing and verbally.
- Strong and meticulous analytical and problem solving skills.
- Proficiency in Microsoft Office 2010, with expert level knowledge of spreadsheets.
- Ability to travel both domestically and internationally when required.

To apply for this position, please send an up-to-date resume and cover letter to AHCA-HR@airbus.com by April 19th, 2018.

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