

## NOTICE OF POSITION AVAILABLE

### Avionics Crew Leader

Conair is Canada's most experienced specialty aircraft operations provider, delivering a comprehensive range of aerial fire control products and services to a variety of national and international customers and partners. Our long-standing reputation for providing service excellence makes us an industry leader.

People define Conair and we currently have an opening for an Avionics Crew Leader

As the Crew Lead in the Avionics shop, you are responsible for providing technical direction, coaching and guidance to trade employees as well as supervisory assistance. Responsible for the daily duties of the Avionics Shop, you will be expected to operate independently using judgment in determining priorities and solving problems. Any situations of an unusual nature will be referred to the Director of Maintenance. The Avionics Crew Lead is expected to lead their team to support the field operations in any manner possible.

#### **In this role your duties will include the following:**

- Takes part in (or delegates) the operational support efforts, assisting duty persons or field employees in troubleshooting. Liaises with flight ops regarding serious operational maintenance issues;
- Is available by phone (or by delegation to staff) to provide guidance and solutions to avionics related problems outside of regular work hours.
- Takes ownership of production work flow and ensures adequate material and manpower equipment are available when needed; keeps other Crew Leaders and the Director of Maintenance informed of progress within area of project milestones;
- Attends production meetings and provides detailed status reports;
- Designates Lead Hands for on-call duties, avionics shop assignments and avionics projects as required;
- Communicates with the Director of Maintenance regarding expected short/long term objectives, work progress and personnel issues as they affect the work place;
- Recommends changes required to paperwork, tooling equipment, etc;
- Accountable for keeping the maintenance activities (of the avionics team) within the bounds of the Conair AMO, AOC manuals, and the CARS;
- Responds to any QA findings and observations;
- Carries out performance appraisals, coach's employees, assesses future skills needs and actions that need, identifies and develops future leaders and assists with job training.
- Ensures the workspace is maintained in a clean, organized and safe manner;
- Is aware of the associated regulations with regards to the supervisor's accountability for the safety of the employees under their command;
- Participates in recruitment and/or assessing of potential candidates for the avionics department;
- Acts as a technical liaison (or delegates to the appropriate employee) to outside vendors, flight operations, pilot groups and external customers;
- Supports Conair Engineering with avionics related modifications.

#### **We are looking for someone with:**

- Knowledge of manufacturing, maintenance, repair and modification of aircraft or systems as it relates to the Avionics Crew Lead's technical area of expertise;
- Knowledge of and ability to use supervisory techniques, including the ability to establish standards of work, provide coaching and elicit motivation from staff;
- Ability to communicate with and interact in a constructive manner with all levels of personnel in order to communicate and achieve department and Company goals.
- Be able to explain processes to staff, negotiate around difficult areas with other departments and provide a safe working environment;
- Ability and willingness to travel worldwide;
- Competency in the use of Microsoft Office tools such as Excel, Word, and Power Point.

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### Training/Education:

- Must hold AME E license with ability to obtain Conair E21, E22, E23 endorsement;
- Minimum 10 years maintenance experience, 3 years of which is in the avionics category;
- Experience in modifying/upgrading avionics suite a strong asset;
- Previous experience with Q400 avionics considered a strong asset;
- Previous experience as a Lead Hand or in a Supervisory role is considered an asset.

If you are qualified and interested in this position, please submit your resume by October 9, 2020 to [comework@conair.ca](mailto:comework@conair.ca) with **Avionics Crew Leader** in the subject line.