



CAREER OPPORTUNITY **Manager, Airport Solutions** **AIRSIDE OPERATIONS & PUBLIC SAFETY (AOPS)**

JOB SUMMARY:

The Airport Solutions Manager is responsible for ensuring that the airport operating certificate for LPIA is maintained through compliance with all local Bahamas Aviation Safety Regulations (BASR) and all other applicable statutes, regulations and requirements.

KEY DUTIES AND RESPONSIBILITIES:

- Ensures full compliance with both local and relevant international aviation safety regulations and standards;
- Conducts safety assessments to mitigate deficiencies and concerns arising from deviations from applicable regulations and standards;
- Manages the airport's certification action plan (CAP) to eliminate and/or reduce identified safety deficiencies;
- Develops and maintain a Quality Control Program to verify compliance with all applicable local aviation safety regulations and ultimately ensure that NAD staff are fulfilling their organizational responsibilities as it relates to regulatory requirement;
- Develops and maintain an annual audit plan and make sure all audits are carried out on time;
- Performs internal audits to review procedural awareness and compliance, prepare performance reports, make recommendations for enhancements, revise operational procedures as required and, to the extent funding is available, implement the same;
- Develops and update all manuals required to maintain airport certification;
- Implements training programs for Technical, Customer Service and Competency Training and International Certification.
- Maintains personnel training records for compliance with local regulations;
- Ability to train members from various department to execute standard operating procedures placed in various manuals;
- Acts as a liaison with the Bahamas Civil Aviation Authority (BCAA) on all certification matters
- Develops and monitor department's annual budget;
- Assists with other Airside Operations & Public Safety Department programs as necessary

QUALIFICATIONS:

- At least five (5) years' experience in a managerial capacity, preferably within the aviation industry or a related field
- Basic knowledge of aviation and airport industry standards, policies, practices and rules
- Knowledge of the following will be a plus:
 - Aerodrome Certification
 - Bahamas Aviation Safety Regulations and IACO Annex 14 – Aerodrome Volume I – Aerodromes Design and Operations
 - Quality assurance and internal audit programs
- A Bachelor's degree or equivalent, in aviation, safety or a related field

JOB COMPETENCIES:

- Proven leadership, analytical and problem-solving skills
- Ability to identify areas of non-compliance, develop and implement programs/procedures to eliminate the same
- Ability to function well under pressure
- Ability to collaborate and work effectively with others
- Good multi-tasking and an effective independent worker
- Excellent written and oral communication skills
- Good office management and computer skills

Resumes and certificates should be forwarded via email to people@nas.bs on or before **March 20, 2020**.