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# Example of Corporate Pilot Job Description

Our growing company is looking for a corporate pilot. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for corporate pilot

* FAR Part 91/135 Flight Department experience preferred
* Flexibility in their schedule and can deal with a 24/7, 365 flight operation
* Ability to operate in a demanding and high-change environment while remaining professional at all times
* Confidence to make independent decisions
* Assists the Flight Attendant in acquainting passengers with use of aircraft cabin equipment and emergency procedures
* Adheres to directions contained in flight operations related manuals, and related procedures
* Makes recommendations to the Director of Aviation for enhancing safety standards
* Assists in preparation of the annual budget and financial forecasts
* Evaluates department expenditures incurred by subordinates
* Ensures security of aircraft and passengers while under his command

## Qualifications for corporate pilot

* Bachelor’s degree or example of professional development preferred
* Requires solid interpersonal, communication and organization skills
* Ability to multi-task, prioritize, and remain organized in a fast past environment
* Strong decision making ability in the Aviation environment
* Skilled in Microsoft Office and moderate computer proficiency
* FAA ATP certificate with appropriate endorsements is required