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# Example of Manager, Aviation Job Description

Our company is growing rapidly and is looking for a manager, aviation. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for manager, aviation

* Responsible for managing and delivering quality aviation projects on-time, within budget and to the satisfaction of the client
* Identifies and markets additional business opportunities with key Aviation clients
* Experienced with integration of components of a complex aviation project
* Reads and Interprets plans, perform constructability reviews
* Assisting in the management of responses to the client and contractor to provide appropriate responses in an acceptable timescale
* Assist with liaison with client, contractor, subconsultant and head office to understand queries and approach to response
* Preparing responses to client and contractor queries on the design and interfaces of the project, including sketches and updating drawings where within the scope of the site-based team
* Packaging of queries for response by others where appropriate
* Coordinating responses where multiple inputs are required
* Well organised with strong record keeping

## Qualifications for manager, aviation

* ASQ Certification (CQE, CMQ/OE, or CSSBB)
* Proficient with FAA Advisory Circulars, Orders, and Regulations
* Candidate must possess a proven record of strong technical skills and high quality/standards of work
* Should have experience in preparing airport planning documents including Airport Master Plans, Airport Layout Plans and associated narrative reports, system plans, and other specialized aviation studies
* Candidate should be able to lead a team
* The ability to think critically and work in a collaborative team environment is required