



Example of Aircraft Maintenance Manager Job Description

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Our growing company is hiring for an aircraft maintenance manager. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for aircraft maintenance manager

- Sets strategic goals and support objectives
- Provides strong, visible leadership and effective management
- Duties and responsibilities within FAA Certified Repair Station including representing the company on maintenance related issues and routine surveillance with the FAA
- Management of the ACS Quality Management System and its related processes
- Develop, maintain and execute an Internal Quality Audit Schedule for the Functions and programmes
- Support the BDUK QA Manager in preparation for external quality audits and formulation of any resulting action plans
- Lead Auditor for internal audits for functions and programmes and agree any resulting corrective action plans and their effective completion
- Management of Programme Quality requirements as required
- Work with the BDUK QA Manager to drive continuous improvement from a quality perspective
- Review potential suppliers for inclusion on the ACS list of approved suppliers

Qualifications for aircraft maintenance manager

- FAA A&P license with an IA required

- Ability to Demonstrate strong leadership and coaching skills with the ability to develop people and build a strong team
- Computer skills necessary to learn and / or operate, word processing, spreadsheet, database, presentation, project, email and web-based applications operating systems used to manage the maintenance work
- Serve as customer primary point-of-contact in daily communications, coordinating, and follow-up for items such as time/labor/material quotes, preliminary invoices, progress updates, customer approval and debrief on work packages, resolution of squawks, and warranty issues
- Facilitate status meetings with all departments and shops