



Example of Aviation Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of aviation. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for aviation

- Enters mission data and generates multiple reports in Maximo, Pipeline, Access, Excel, and other programs to facilitate, track, and coordinate all on-continent aviation missions, cargo movements, and passenger movements for USAP aviation resources
 - Interacts with National Science Foundation, their sub-contracting agencies, military personnel and other agency officials in a professional and tactful manner
 - Assist in managing new client integrations (due diligence, scheduling,) and managing early read opportunities received from clients
 - Implementing CRM to facilitate the smooth, safe and efficient operation of the aircraft
 - Monitoring crew performance, sharing knowledge with crew members
 - Perform additional flight department related tasks at the direction of the aviation manager
 - Manages administrative activities for the Aviation group including performance evaluations and employee development
 - Develops an organization that fosters communication, teamwork and work share throughout the Transportation department for WHPacific offices
 - Manages the operations, backlog, profitability and growth of the Aviation department for the local office
 - Participates and coordinates local office operations and marketing activities with other offices in WHPacific
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- Aviation and construction exp
- Extensive knowledge of analytical techniques and related tools including statistical, spreadsheet, database, simulation, and spatial/graphical analysis applications (REVIT, GIS)
- Aircraft System installation / modification experience to include schematic analysis, engineering change processes, in-process quality inspection processes
- Capable of adjusting the normal work schedules as necessary to meet mission requirements not to exceed 80 hours per two week pay period
- Work with D14(dre) and (dri) staff components and the ASBP Law Enforcement Officer to coordinate Intel/Law Enforcement pre-mission briefs prior to Law Enforcement missions to include tasking, objectives, pertinent communications directives, District CASPER support, other message traffic
- Liaise with PMRF as needed to determine tasking and support the Range Clearance Mission