

VACANCY

Windward Islands Airways International (Winair) N.V. is the successful airline of St. Maarten. We have a long history and are doing well in a dynamic, international setting. Currently, we have about 180 employees, but we expect to grow substantially in the upcoming years. Winair is investing in our employees, empowering them, and striving to be an excellent workplace for ambitious professionals. To support further growth, Winair is looking for

FLIGHT OPERATIONS OFFICER

REPORTS TO:

The SUPERVISOR/MANAGER of the Operations Department and in the absence of the latter to the Director of Operations.

SPECIFIC DUTIES AND RESPONSIBILITIES

Flight Operations Officer

- monitor permanently the feasibility to perform all planned flights within a 72 hours window (Flight Watch);
- maintain a continuous and accurate picture of the position and status of all aircraft, comparing the current situation with the pre-planned schedule and ensure that the movements of company aircraft are recorded on the flight following system HiTiT Crane OCC in order to maintain integrity of the company's flight plan;
- in case of any irregularities or instances disabling Winair to operate according to the original planned schedule the unit OPScontrol has to compensate deviation or implement alternative measures;
- Communicate all deviations to the planned schedule and the alternative measures to protect the schedule to all parties concerned;(Ground handlers/Crew/Management etc)
- Check the availability and legality of all Flight- and Cabin Crews to all Winair flights within a certain period of time;(Crane Crew)
- Planning of a flight and preparing flight documents always with in flight safety rules in accordance with criteria of national, international civil aviation rules and the company procedures.
- Analyses the NOTAMs of planned departure, arrival, alternate, en-route alternate Aerodrome(s) and flown airspace(s) (FIRs). Determines the suitability of above mentioned aerodrome(s) and airspaces'.

- Analyses the weather forecasts and meteorological maps of planned departure, arrival, alternate, and en-route alternate aerodrome. Determines the suitability of above mentioned aerodrome(s) with company flight minimums.
- PIC is responsible for flightplanning. Flight Dispatcher (FOO) assists and supports PIC for preparing flight documents, flight planning, flight briefing.
- Starts emergency process which are mentioned in "Emergency Response Plan"
- Monitor the possibility for ACMI / Adhoc flight

Flight Operations Officer Qualification

- Hold a Dispatcher's License or Airline Transport License recognized by the SMCAA
- Be qualified as per the Training Program for FOO for the operation and type of aircraft used
- Minimum age 21 years
- Must be able to work independently, is well organized, has a flexible and pleasant work attitude, and is courteous towards customers and team members
- Excellent communication skills, verbal and written, in English (French, Dutch, and Spanish are considered an asset).
- Proficient computer skills (Microsoft Office; specifically Excel and Word).
- The ability to work various shifts, weekends, holidays and overtime is a must.
- Must be team-oriented and have an excellent and strong work ethic.
- Must be able to perform under stress and in very busy conditions.
- Must have Dutch Nationality or permanent residence.
- Experience in aviation is a plus, but not a requirement.
- Having a valid Driver's license is considered an asset.

Are you the qualified person for this job? Do you have an interest in starting a new chapter with another company? If the answer is yes, please apply by sending a motivational letter, a Resume, our application form, and a valid passport copy to the Human Resources Department, humanresources@fly-winair.com.