



JOB DESCRIPTION

JOB TITLE: <ul style="list-style-type: none">• Technical Services Engineer	Abbreviation: <ul style="list-style-type: none">• TSE
REPORTS TO: <ul style="list-style-type: none">• Technical Services Manager	DEPARTMENT: <ul style="list-style-type: none">• Technical Services
DEPUTISED BY: <ul style="list-style-type: none">• Technical Services Engineer	LOCATION: <ul style="list-style-type: none">• Hangar 1, Stansted
JOB PURPOSE: <p>Coordinate maintenance and contributes to securing that maintenance work is optimised to achieve on time delivery, on budget and Customer Satisfaction.</p>	
ACCOUNTABILITY: <p>Accountable for production of accurate maintenance work packages and the management of complex maintenance and modification projects in accordance with ITJC processes and procedures.</p>	
MAIN RESPONSIBILITIES AND DUTIES: <ul style="list-style-type: none">• Manages complex aircraft maintenance and modification projects to protect the critical path.• Communicates with customers at a professional level in relation to maintenance input planning ensuring that the requested work scope is received, understood and translatable into a tangible work package.• Produces work packages in line with the customers' requirements to ensure access, spares, tooling, manpower and third-party service requirements are identified, ordered and available prior the aircraft scheduled downtime.• Communicates with approved third-party vendors for the arrangement of services to make sure their attendance and time estimates fall within the requirements to maintain the critical path.• Coordinates Part-21 Design Organisations to engineer and support customer requests for aircraft modification, ensuring documentation meets the requirements of EASA/Foreign NAA to allow implementation under company approvals.• Prepares and chairs internal pre-input review meetings with Commercial, Engineering & Logistics departments in line with company milestone requirements.• Performs pre-input review meeting with customer to discuss incoming defects and customer specific requirements.• Coordinates acceptance of aircraft into maintenance.• Identifies and proactively resolves critical path issues which could affect the aircraft input schedule.• Provides our customer with updates on the project progress on a daily basis during aircraft maintenance.• Instructs our shipping agent with aircraft Import and Export procedure for base maintenance projects in accordance with procedure.• Reviews and completes the aircraft library, e.g. Technical Log, Deferral Log, etc. during an input and upon release to service.• Provides assistance to Document Control with review of completed paperwork and rectification of issues arising.	



- Generates documentation and supports certifying staff through the return to service stage of aircraft maintenance input.
- Constantly seeks improvement in all activities to maximise productivity and minimise cost.
- Provides assistance to SBDM to best manage customers' expectations.
- Performs any other duties within his/her capabilities as directed by the Company.

Authorities:

- Request support from Stores and Purchasing departments during the maintenance process.
- Acts as Single Point of Contact for the Customer for the projects he is appointed to.
- Provides the progress report on a daily basis to the Customer.
- Prepare and issues the final report.
- Add/Deletes tasks from the work package in accordance with Customer's requirements.

Qualifications Prerequisites:

- Technical university degree preferred (or equivalent).
- Demonstrable experience of project management within an engineering environment.
- 5 years of experience in aviation maintenance, operations, CAMO or manufacturing.
- Strong PC user skills (Excel, Word, MS Project)
- Demonstrate good presentation and interpersonal skills.
- Show a good sense of priorities.
- Experienced in the usage of Wings ERP or equivalent.
- Time flexibility.

Other Specifications:

- Rigorous and self-motivated.
- Maintain strict confidentiality of the data.
- Attend and pass successfully all mandatory trainings & assessments according to the area of activity