



<https://www.execujet-mro.com/job/2225/>

Commercial Coordinator

Description

The ExecuJet Aviation Group is currently seeking a suitably qualified person to fill a vacancy within the Maintenance Division, based at Lanseria International Airport.

Purpose of the Job

To co-ordinate the commercial and technical input required for the creation of work packs/estimates with regards to maintenance, skills, SB's and AD's and to verify the implementation of documentation, as well as audit documentation making sure regulations and processes are followed.

Person specification

- Coordinate the maintenance input of aircraft commercially
- Ensure Quality of Work pack's/Estimates / Proposals
- QC Baseline updates
- Assist with all ad hoc duties as assigned by the relevant manager

Qualifications

Experience

- 6 Years' experience as a Licensed Qualified Aircraft Maintenance Engineer or similar
- 3-4 years commercial aircraft maintenance experience
- 3-4 years' experience in the planning and or maintenance control of aircraft/products

Educational

- GRD 12
- Microsoft Office (Outlook, Word, Excel)
- Relevant AME licenses
- Relevant Managerial qualification (preferable)
- Relevant QC qualification
- Accredited Facilitator and/or Trainer
- Relevant regulatory requirements

Hiring organization

ExecuJet MRO Services

Employment Type

Full Time

Beginning of employment

1 April 2019

Job Location

Lanseria International Airport,
Africa, South Africa

Date posted

March 21, 2019

Valid through

March 29, 2019