

## Fleet Engineer Aircraft Configuration.

Level	1D	Location	Brisbane Hangar
Department	Engineering Operations	Division	Fleet Engineering
Group	Operations	Direct Reports	Nil
Reports to	Technical Compliance Leader	Manager once removed (MOV)	Manager Fleet Engineering
Created	June 2011	Updated	July 2015

## Goals

My Role:	<p>The Fleet Engineer Aircraft Configuration is responsible for maintaining continuing airworthiness through effective configuration control of aircraft operated by Virgin Australia.</p> <p>To control and coordinate the Fleet Engineering Aircraft Induction functions to ensure compliance to policy and processes published.</p>
My Department:	Is responsible for maximising aircraft availability to the business whilst ensuring compliance with all statutory requirements. This is to be delivered in the most cost effective manner - never comprising safety.

## Virgin Australia

1. To be Australia's airline of choice.
2. To be Australia's best customer led organisation
3. To do for corporate travellers what we did for leisure travellers in 2000

## Expertise

	Must have	Great to have
Knowledge	<p>Comprehensive knowledge of:</p> <p>(a) the regulations and standards applicable to aircraft maintenance programs and reliability programs.</p> <p>(b) regular maintenance requirements included in the instruction for continuing airworthiness for the aircraft.</p> <p>(c) the specifications and standards that have been used by the type certificate holder to develop regular maintenance requirements for the aircraft</p> <p>(d) the aircraft's certification basis</p> <p>(e) the aircraft's structure and systems, including the propulsion system, for the aircraft/engine type operated by the airline</p>	<p>Type training course/s of the aircraft types operated by the airline</p> <p>MSG-3 Analysis &amp; Methodology</p>

Qualifications	<p>(a) hold, or have held, an aircraft engineer license in category B1, B2 or C; or</p> <p>(b) hold, or have held, a license that is equivalent to a license in category B1, B2 or C; or</p> <p>(c) have a qualification in aircraft maintenance at least at Certificate IV level; or</p> <p>(d) have a qualification in aviation maintenance management at least at diploma level; or</p> <p>(e) have an engineering qualification at least at diploma level in any of the following disciplines:</p> <p>(i) aeronautical;</p> <p>(ii) avionics;</p> <p>(iii) mechanical;</p> <p>(iv) electrical;</p> <p>(v) electronics.</p>	Formal Audit Training.
Skills	Advanced Computer and Data Entry and Analysis Skills	Trax Operating Systems.
Experience	5 years relevant work experience with at least 3 years in an Airline Technical Services role for aircraft that are the same, or of a similar type, as the aircraft operated by the airline.	<p>Aircraft Induction/lease returns.</p> <p>Project management experience.</p> <p>Weight and Balance experience.</p> <p>Airworthiness Directive management</p>

## Key Accountabilities

Accountability	Major activities	Performance Indicators
1. Continuing Airworthiness	1. Review and monitor Airworthiness Directives and Mandatory requirements for operated types comply with CASR 42.120  2. Review non-mandatory Instructions for Continuing Airworthiness (ICA) in accordance with CASR 42.130	Internal audit findings.  External audit findings.  ESR / TRAX DOC Work Benches close-out rates
2. Aircraft Configuration.	Accurate Technical Assessment and actioning of Service Documents in accordance with Aircraft Induction Technical Data Assessment          Action induction maintenance planning due print	Meet induction project deadlines by timely AITDA processing for; - Airworthiness Directive (AD) - Service Bulletins - Engineering Orders - PRR - CSOS - ESR's   Ensure no overdue/outstanding items for A/C entry into service
3. Costs Control	Effective cost benefit analysis of OEM data,	Mod effectiveness (reliability process monitoring).
4. Continuous Improvement.	Identify and implement process improvements, and follow up to monitor effectiveness.	Deliver process improvement Initiatives via Projects Plans or Initiative Briefs.  Maintain accurate Work Instructions and ensure Work Instructions meet required process.

## Key Interactions

Internal:	Engineering Operations. MCC, Safety Systems, Flight/Ground Operations.
External:	Aircraft/Vendor OEM, AMO, Suppliers.

## Major Challenges

Maximising the technical performance of aircraft fleets in the face of competing corporate priorities and initiatives.

## Our Expectations

### You are expected:

1. To be the ultimate Virgin Australia ambassador through living, breathing and promoting the Virgin Australia Values – Caring, Excellence, Individuality, Resourcefulness, Innovation, Enthusiasm and Integrity.
2. To demonstrate our Leadership Behaviours; Act with integrity, Be decisive, Act quickly, Listen to Guests and team members and Take responsibility.
3. To comply with and actively support all position, department and company policy and procedures
4. To be a team player – supporting a one in all in approach and a first to know, best to deal with
5. To demonstrate our Safety First philosophy – First to find, first to fix! Ensuring that you keep our workplace fair and safe – free of all forms of discrimination and harassment and free from injury and incident.
6. To engage the very best of your personality and enthusiasm and create memorable, positive and fun experiences for all.

## Sign Off

I have read and understand the requirements of this position. I agree to consult with my Manager or Leader should I not understand the key accountabilities or expectations of me. I will carry out the position to the best of my ability and understand I must meet required performance standards and targets. I accept the responsibilities of the position as outlined above.

I understand the position description for my role is constantly evolving, based on emerging priorities and shifts in organisational and department needs, and therefore will be updated from time to time.

Team member name:	Signature:	Date:
Manager/Leader's Name:	Signature:	Date: