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| **Title** | Maintenance Control Engineer |
| **Department** | Flight Operations |
| **Location** | Melbourne |
| **Employment** | Full Time |
| **Reports to** | Manager Engineering Operations |
| **Direct Reports** | Nil |

**Role Overview**

The position of Maintenance Control Engineer will, in conjunction with Operations and Engineering Management, ensure timely completion of aircraft maintenance and defect rectification through control and oversight of the contracted maintenance supplier.

**Key Result Areas**

1. **Aircraft Maintenance**
   1. Coordination of Scheduled and unscheduled maintenance (Short term Planning);
   2. Ensuring all major defects are identified and reported as per relevant procedure;
   3. Ensure the continuing airworthiness of the aircraft fleet in accordance with the approved documentation;
   4. Assist in logistics management;
   5. Monitoring of Airworthiness requirements;
   6. Ensure all maintenance activities are properly performed in accordance with the approved documentation and regulations.
2. **Maintenance Support**
   1. Monitor disruption and AOG management (Tail Swaps/assignment);
   2. Co-ordinate AOG support and recovery;
   3. Provide technical support for all deployed operations;
   4. Manage all variation/extension requests and record all such requests in the appropriate documentation;
   5. Report and record any deviations from the maintenance schedule, including findings to the Airworthiness Manager (or delegate) out of hours.
3. **Stakeholder Engagement**
   1. Liaison for 3rd party Technical Support and Maintenance providers, proactively managing the short and longer term maintenance activities;
   2. Measuring and monitoring the performance of the providers;
   3. Overviewing various maintenance activities by attending the “coal face”, liaising with the supplier to identify performance and productivity issues and so driving improvement.

**Key behaviours**

1. **Uphold Tigerair values**

Exemplify the Tigerair brand values in interpersonal dealing across the business.

* 1. Uphold Tigerair’s core values of Safety First, Respect, Integrity, Can Do Spirit and Innovation in all activities and interactions within and outside the company
  2. Collaborate and liaise with others to achieve Tigerair and Virgin Australia Group’s goals and outcomes.
  3. Demonstrate targeted communication across the management team and departments.

1. **Commitment to health and safety**

It is a requirement that the airline implements a Safety Management System (SMS). Every employee at Tigerair has a responsibility to follow the SMS and focus on safety performance and individual WHS. This process is designed to provide as high a level as possible of safety and safety assurance to all Company stakeholders.

It is your responsibility to:

1. Be aware of your individual accountabilities associated with the position you hold and adhere to those as prescribed in the organisation’s SMS.
2. Be aware of your relevant personal responsibilities under the WHS legislation and act accordingly in the work environment.

**Qualifications and experience**

* Minimum 7 years experience in the industry
* Previous Maintenance Control experience (desirable)
* Airbus A320 aircraft maintenance experience (type rated preferable)
* Boeing 737NG aircraft maintenance experience (desirable)
* Proven ability to solve issues and make sound judgments unsupervised
* Excellent communication skills, verbal and written
* Attention to detail and accuracy
* Computer skills, especially MS Word and Excel
* Additional Planning experience would be highly regarded