

JOB POSTING

POSITION AND COMPANY OVERVIEW

Maine Aviation Aircraft Charter, LLC, a Maine Aviation Corporation company, is recruiting for a **Director of Maintenance** position. Our company is based in Portland, ME and conducts aircraft management operations and on-demand charter operations. Our flight operations entail both domestic and international assignments on our fleet of turbojet aircraft based at our home base and satellite locations. The position is primarily required to work from our office in Portland, ME, although some domestic and international travel will be required on occasion. The Director of Maintenance primarily holds normal business office hours, although after hours/weekend/holiday availability is required when flight operations require it. The position reports and is accountable to the Director of Operations.

The Director of Maintenance is 100% accountable for the safe, secure and legal airworthiness release of aircraft **and** the “show-room” quality presentation of interior and exterior surfaces, through the successful implementation of the duties and responsibilities listed herein.

Maine Aviation Corporation is a dynamic organization. In addition to the charter company, our business ventures include an active flight school, an FAA certified repair station and a turbojet / single engine sales team. The Director of Maintenance, similar to other positions in the company, will be asked to support these additional companies in an effort to improve the overall strength of the Corporation and further our business.

PERSONAL QUALITIES

The following traits are heavily considered in the selection of candidates...

Does the individual display characteristics showing they are comfortable to base decisions that ensure superior levels of safety?

Does the individual display characteristics showing they have a proactive approach toward duties and responsibilities and prioritizing the anticipation of needs of an aircraft owner, the company, the customer and line pilot?

Does the individual display characteristics showing they desire to work with an appropriate sense of urgency?

Does the individual display characteristics showing they have the ability to communicate effectively with people at all levels both orally and written?

Does the individual display characteristics showing they are comfortable to learn through both self education and company instruction?

DESIRED REQUIREMENTS

4-year College Degree

Inspection Authorization

Previous Experience Maintaining Hawker and Challenger Aircraft

Previous Director of Maintenance Experience

MINIMUM REQUIREMENTS

2-years Technical School Training in Aviation Maintenance

Airframe and Powerplant Certificate

Ten-Years Experience in Aviation Maintenance

Computer Skills

Meet FAR Section 119.71: Management Personnel Qualifications

Previous Maintenance Management/Supervisor Experience

APPLICATION AND INTERVIEW

If you feel that your aviation knowledge, skills and abilities will allow you to succeed in this position and you are prepared to enthusiastically perform the duties and responsibilities of the job, please send or email your **cover letter, resume and salary requirements** addressed as follows...

Salutation: To Whom It May Concern

Address: Maine Aviation Corporation

Director of Operations

1025 Westbrook Street

Portland, ME 04102

E-mail: careers@maineaviation.com