

WINGS OF HOPE
Professional Services Description of Role

TITLE: Aircraft Maintenance Manager

Reports To: Director of Operations

Prepared by: Wings of Hope

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SUMMARY:

Join the team of twice-nominated for the Nobel Peace Prize nonprofit organization, Wings of Hope to help save and change lives around the world. Wings of Hope seeks a mission-focused Aircraft Maintenance Manager to join its hangar team who maintain Wings of Hope field aircraft and prepare aircraft for sale. The Aircraft Maintenance Manager supervises and works alongside certified A&P mechanic staff and volunteers.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Core duties and responsibilities include the following. Other duties may be assigned.

- Embraces the mission, vision and culture statement of the organization.
- Conducts all business on behalf of the organization in compliance with federal, state, and local regulations, and represents the organization in a professional manner to the public.
- Supervises and manages work assignments for certified A&P mechanics.
- Ensures that all work on aircraft meets FAA requirements with safety as the top priority.
- Contributes to strategic goals and makes recommendations for process improvement.
- Contributes to efforts that ensure a clean, neat and orderly hangar.
- Ensures all logbooks, manuals and library materials are kept current for each aircraft.
- Inspects, tests, adjusts, and repairs equipment, such as mags, starters, alternators and hydraulic systems installed in aircraft, using hand tools and test equipment: Inspects components of equipment for defects, such as loose connections and frayed wire, and for accuracy of assembly and installation.
- May accompany flight crew to perform in-flight adjustments and to determine and record required post-flight repair work.
- Will sign documents for equipment replaced and/or repaired.
- Meet or exceed the requirements of an FAA Part 135 Director of Maintenance as cited under §119.69(a).
- Maintains accurate record of all inventory, equipment and tools.
- Will supervise volunteers.

EDUCATION AND/OR EXPERIENCE:

Formal education and/or trade certification, and minimum 5 years of experience as a licensed aircraft mechanic with piston engine experience; current A&P/IA certified. Preferred experience with Cessna, Piper and Beechcraft.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Excellent communication skills, professional appearance, and strong organizational skills.
- Extensive knowledge of the trades involved in the servicing and maintenance of aircraft and engines including electrical work, radio installation, painting, welding, metalworking, and woodworking.
- Extensive knowledge of departmental and FAA rules and regulations.
- Extensive knowledge of the operation of flight instruments.
- Ability to direct and train personnel in the maintenance and repair of aircraft engines and airframes.
- Ability to determine the airworthiness of aircraft and to make decisions as to their being grounded.
- Extensive knowledge of single and multi-engine operations and variable pitch propellers.

- Preferred computer skills: Microsoft Office suite, Outlook, Database.

WORKING CONDITIONS: Supportive, family-friendly work environment at Wings of Hope's world headquarters located at Spirit of St. Louis Airport. Potential hazards associated with working around aircraft, electricity, pressurized air, hydraulic systems, use of hand and power tools, solvents, lubricants, and other combustible substances (aircraft fuel).

PHYSICAL REQUIREMENTS:

Ability to transport and operate heavy tools and equipment.

COMPENSATION:

The Aircraft Maintenance Manager position is a full-time, exempt, salaried position reporting directly to the Director of Operations. Salary range is \$85,000.00 - \$95,000.00. Employee benefits are offered.

TO APPLY:

Please send cover letter and resume via email to Angela Walleman, Director of Human Resources at angela.walleman@wingsofhope.ngo. Please put "Aircraft Maintenance Manager Search" in the subject line. Interviews to begin in January 2021.

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