



Vacancy Notice

PHI/95/901 – VN 02

Manila, April 2009

NOTICE OF JOB VACANCY

The Project Office of the International Civil Aviation Organization (ICAO) in Manila is in search of qualified candidates for the following post:

AIRWORTHINESS INSPECTOR

for the Project Office located at 5th Floor, CAAP Building, Old MIA Road, Pasay City.

Functionally reporting to the Flight Standards Inspectorate Services of the Civil Aviation Authority of the Philippines, and contractually/administratively reporting to the Director, Technical Co-operation Bureau of ICAO through the Project Coordinator, she/he will perform the following **functions**:

1. Assistance in the development of national airworthiness requirements, and procedures for the certification of aircraft, engines, propellers, equipment and instruments, including development and evaluation of changes in standards, procedures and practices to reflect current requirements and limitations.
2. Review, coordinate and recommend final action in regard to requests for the issue, validation or amendment of certificates or approvals related to airworthiness, as applicable;
3. Determine compliance with applicable airworthiness standards;
4. Evaluate proposed designs and modification of systems, instruments and equipment, including their installations and evaluate proposals for major repairs to aircraft and its components, power plants and propellers.;
5. Evaluate reports of accidents, incidents and malfunctions in order to determine possible unsatisfactory design features, identifying those cases affecting safety in operations. Determining, in coordination with other FSIS departments the need for airworthiness directives outlining mandatory corrective actions and compliance periods; •Approve the use of civil aeronautical products;
6. Prepare detailed reports on inspections and surveillance activities, which include findings on violations or breaches of regulations and directives and make recommendations for remedial action;
7. Advise foreign authorities and manufacturers of significant defects reported by operators/owners and approved maintenance organizations;
8. Conduct, in cooperation with members of the CAA operations inspectorate, operator certification inspections and carry out surveillance functions;
9. Monitor and report on airworthiness certifications, ensuring that they are carried out by persons who are properly authorized, and that the certifications made are for the purpose and in accordance with the requirements of the applicable airworthiness regulations in force;
10. Inspect aviation fuelling equipment and procedures;
11. Maintain familiarisation with the content of all applicable airworthiness directives, service bulletins and similar documents in respect of the aircraft (including power plants) and equipment and monitor the extent of implementation; Promote compliance with airworthiness regulations and directives
12. Review aircraft, operator organization, facilities and manuals as required by the CARs, making recommendations in respect of amendments which may be required prior to any approval;
13. Undertake liaison with other inspectors regarding recommendations in respect of issuance and renewal of certificates of airworthiness, and export airworthiness certificates checking all documents associated with the above, including flight manuals, amendment status and airframe and engine log books. Check that all relevant requirements have been met, including correct certification of work carried out, and authorize release for test flight of aircraft and avionic installations, ensuring that the resulting reports are satisfactory and in accordance with national requirements;
14. Approve major alterations/repairs and maintenance programmes, as required;



15. Monitor maintenance training programmes;
16. Providing administrative support and assisting in the discharge of other functions related to airworthiness.

The candidate must have the following **qualifications**:

1. Aircraft Maintenance license with both Airframe and Power plant ratings and/or Avionics rating on transport category modern aircraft, preferably with a University degree in aeronautical engineering or diploma in aeronautical engineering.
2. At least seven years of practical working experience with air operators and/or approved maintenance organizations maintaining modern transport category aircraft, following governmental required procedures.
3. At least one year experience at a supervisory dealing with aircraft maintenance practices in airworthiness administration, certification, inspection, overhaul, repair, and implementation of acceptable means of compliance.
4. Experience in the preparation, approval and use of Maintenance Programs, Maintenance Control and/or Procedures Manuals and other appropriate aircraft airworthiness documentation.
5. Extensive experience in the approval and operator compliance with manufacturer's aircraft maintenance manuals, including the application of appropriate continuing airworthiness documents as issued by the State of Manufacture.
6. Knowledge of CAAP regulatory requirements and ICAO Standards and Recommended Practices, as well as related documentation.
7. Expert command of the written and spoken English language, plus computer literacy.
8. Proven ability in technical writing for the preparation of inspection reports and similar documents.
9. Initiative, tact, sound judgment and ability to maintain harmonious relationships.

Applicants are requested to **send their CV together with an attachment clearly addressing each one of the nine qualification requirements above**, indicating the Post Title, via courier or fax, **on or before 15 May 2009**, to:

The Project Coordinator
ICAO Office
5th Floor, CAAP Building
Old MIA Road, Pasay City
Tel: (632) 879 9171