



WE ARE LOOKING FOR A

LIGHT & BASE MAINTENANCE PLANNER

REFERENCE CODE: ASLB20-002

DEPARTMENT: Technical

PURPOSE OF THE JOB



- To ensure that all base maintenance (scheduled, unscheduled and defects), as defined in the department procedures, is carried out in accordance with the approved Aircraft Maintenance Schedule of the entire ASLB fleet.
- To prepare, in close cooperation with the Engineering services providers and MRO's, executable packages to obtain for a best economical result and minimum required grounding time.

To optimize the scope of each base maintenance checks, and optimize between use of minimum downtimes, use of resources and the commercial demands.

KEY ACTIVITIES



Main tasks and responsibilities

- To issue, revise and distribute a short- and long-term maintenance planning for light & base, engine, APU and landing gear maintenance events.
- To ensure the BOW is issued on time, to review the BOW and to approve the BOW for Light & Base maintenance activities, considering maintenance standards (MH, repair times...) and taking into account that the work pack is executable and fits the pre-defined Turn-Around-time.
- To control light & base maintenance short term and long term planning provided by the contracted maintenance organization in order to ensure that all maintenance is carried out on time and i.a.w. the latest revision of the approved maintenance program.
- To control OOP and modification tasks to be included in light & base maintenance checks in order to assure accomplishment on time.
- To support Network Planning and MCC with the preparation of the tail assignment as such that aircraft are assigned to routes as such that the Aircraft utilization is equally spread across aircraft in the fleet in between the per AMP defined Maintenance Checks/Special events.
- To control & accept light & base maintenance checks work packs and update the MIS system.
- To coordinate with contracted maintenance organization and/or Technical Representative in order to assure accomplishment of all planned maintenance whilst aircraft is in light & base maintenance.
- When applicable, to monitor contracted engineering compliance to contractual agreement in regard to Base maintenance Bill of Work buildup, and data-packs processing.
- To control ordering and availability of the required material for the selected tasks by the MRO or alternate source, at the correct location, in a timely manner.
- To plan and monitor Engineering Orders (Airworthiness Directives / Service Bulletins related) in light & base maintenance in order to ensure accomplishment is performed before the established limits.
- To participate to the Reliability meeting, suggest improvement actions with light & base maintenance experience and follow-up decided improvement actions during base maintenance events.

- Updates the Maintenance Standards database (MH, repair times, work preparation, tools, parts,...) in accordance with the departmental procedures.
- To perform the quality check on the work pack (BOW, Dirty Finger Prints, Certification documents,...) according to the agreed standards and procedures, unless outsourced.

Project supervision

- To contribute to all special projects that has been assigned.
- To co-ordinate internal projects such as but not limited to:
 - Prepare AMP tasks and letter checks Escalation and Variations. Afterwards, to monitor such variations in order to ensure rectification is performed before the established limit.
 - Monitor ordering and provisioning of modification kits necessary for base maintenance checks.
 - Prepare bridging checks content for aircraft phase in and/or out.

Communication

- To develop and maintain a relationship and communicate with other departments and subcontractors in order to ensure effective and efficient co-operation aiming to improve overall company performance.
- To report timely, accurate and concise maintenance / modification planning highlights to all stakeholders internally and externally to make sure they all have the relevant information to achieve their objectives.
- To participate in Base Maintenance Kickoff meetings, and to liaise with the on-site Tech Rep during base maintenance input.
- To coordinate with Commercial dept, Maintenance Control and contracted maintenance organization to assure smooth aircraft positioning prior to and after the scheduled base maintenance inputs.

REQUIREMENT & QUALIFICATIONS



- Bachelor in aviation, mechanic or ground engineer with base maintenance background or similar by experience.
- Experience in aircraft maintenance planning and with the specific aircraft type(s) is an asset.
- Computer literate, MS Office with good administration skills.
- Good command of the English language (written and spoken).
- Able to demonstrate accuracy and analytical skills.
- Team-player, good communication skills with all levels in the organization and at suppliers/MRO's.
- Ability to function successfully in a pressure environment.
- Work in an organized way to be able to meet set deadlines.
- Negotiation and convincing skills.

TERMS AND CONDITIONS



- Full time job - Office hours but by exception, to work during weekend, bank holiday or at night when this is required.
- Available to travel abroad from time to time.

Want to take on board ? Apply now !

Register online and fill in the application form with CV and motivation letter via our job portal:
<http://jobs.aslairlines.be>