



# SANDER GEOPHYSICS

<b>Position Title:</b>	<b>Flight Operations Manager</b>
<b>Department:</b>	Flight Operations
<b>Location:</b>	Ottawa office and field locations worldwide as required

SGL is seeking a Flight Operations Manager to lead the Flight Operations department. This is an in-office role with the opportunity to travel to our various field locations all over the world as required.

## Responsibilities

- Control of operations and operations standards of all aircraft operated;
- Operations coordination function which impacts operational control (i.e. maintenance, crew scheduling, load control, equipment scheduling);
- Control of content, production and amendment of the Company Operations Manual;
- Training and qualification of flight operations personnel;
- Liaise with regulatory authority on matters concerning flight operations including any variation to the Air Operator Certificate;
- Liaise with any external agencies which may effect air operator operations;
- Ensure that flight operations are conducted in accordance with current regulations, standards and the Company Operations Manual;
- Ensure that crew scheduling complies with flight and duty time regulations;
- Ensure that all crew members are kept informed of any changes to applicable regulations and standards;
- Ensure that responsibilities for operational control functions are delegated to qualified personnel;
- Responsible for the receipt and actioning of any aeronautical information affecting the safety of flight as well as the dissemination of flight operations safety information;
- Understand, comply with, and promote all company safety precautions and policies, including reporting hazards and incidents encountered during daily operations;
- Attend and complete training courses and/or company examinations, as required;
- Maintain a high level of technical and operational knowledge through direct engagement with colleagues, supervisors, and personal development;
- Maintain good records and documentation of all designs, reports, and testing as well as, resulting verification data;
- Maintain project schedules and design goals; and
- Perform and complete other duties as assigned.

## Qualifications and Experience

- Postsecondary education in a related field;
- As per Transport Canada requirements, must have no less than 2 years of related flight operations experience with an air operator of a commercial air service or equivalent military experience or hold/have held a commercial pilot licence and rating for one of the aircraft that SGL operates.

- A valid passport or the ability to obtain a valid passport for the purpose of travelling globally;
- A valid drivers' licence;
- Demonstrated experience with computers;
- Highly proficient with LibreOffice and/or Microsoft Office, Thunderbird, Firefox;
- Familiarity with data base entry software used to view, create, manipulate, print, and manage files in PDF format such as Adobe;
- Excellent interpersonal communication skills;
- Demonstrated project management and organizational experience as required to direct and oversee the work of fixed-wing pilots;
- Strong knowledge with respect to the content of the operations manual, Air Operator Certificate and the provisions of the regulations and standards necessary to carry out the duties and responsibilities to ensure flight safety; and,
- Must have or have the ability to obtain transportation security clearance.

**The following qualifications would be an asset:**

- A valid commercial pilot licence with a Group 1 instrument rating;;
- A valid medical;
- Qualified to act as pilot-in-command on company aircraft;
- Minimum 500 hours of flight time in the operation of the type of aircraft owned by SGL;
- Willing to travel globally for extended periods; and,
- Ability to communicate in multiple languages.

**Benefits**

SGL is committed to promoting employee wellness and successful work-life balance. Employee benefits include (but are not limited to):

- Comprehensive benefits coverage including health, dental, vision, and paramedical;
- Life insurance;
- Employee and family assistance program;
- Paid vacation, personal leave, and medical leave;
- On-site gym; and
- On-site parking.

Interested applicants should send their resume to [careers@sgl.com](mailto:careers@sgl.com). Please include the ***position title in the subject line*** of your email. .

Sander Geophysics is an equal opportunity employer. Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodation, contact Human Resources at [careers@sgl.com](mailto:careers@sgl.com) prior to your interview.