



CAREER OPPORTUNITY

The **Jamaica Civil Aviation Authority** invites applications from suitably qualified candidates for the following position:

DEPUTY DIRECTOR GENERAL, AIR NAVIGATION SERVICES

JOB SUMMARY

The Deputy Director General, Air Navigation Services (DDGANS) is responsible for the strategic direction, management and performance of the Air Navigation Services Division to ensure the delivery of safe, secure and efficient air navigation services. As a member of the Executive Management team, the DDGANS demonstrates strategic leadership and stewardship by providing guidance and setting standards for the Air Navigation Services Division through various mechanisms including strategies, policy frameworks, service plans, service agreements and directions. The job holder is required to position the air navigation system to respond to emerging trends and opportunities and to structure the future delivery of air navigation services. As the Head of the ANS Division, the DDGANS directs and coordinates the administration of the ANS Division, which comprises the following Departments:

- **Air Traffic Management (ATM)**
- **Communications, Navigation and Surveillance**
- **Aeronautical Information Management (AIM)**
- **Safety and Compliance**
- **Aviation Meteorology**
- **Aeronautical Search and Rescue Services**

The job holder is required to ensure the development of systems and processes to enable the seamless integration of the above user-focused services within the framework of the Convention on International Civil Aviation and its Annexes, the Civil Aviation Act and the Jamaica Civil Aviation Regulations, 2012 (JCARs). The DDGANS supports the Director General in the overall management of the Authority, by providing high level strategic direction and leadership for the delivery of air navigation services in a manner consistent with Government of Jamaica objectives and policy priorities.

QUALIFICATIONS & EXPERIENCE

- Master's Degree in Business Administration or equivalent relevant degree from a reputable tertiary institution.
- A sound technical aviation background in one or more of the areas within the span of control (at least seven years' progressive experience).
- At least five (5) years recent senior managerial experience in an aviation related organization with demonstrated proven leadership ability to plan and direct the successful implementation of technical programmes.

SPECIFIC KNOWLEDGE REQUIRED

- Knowledge of the roles and functions of the International Civil Aviation Organization (ICAO), the JCAA and other international and regional civil aviation agencies

SPECIFIC KNOWLEDGE REQUIRED CONT'D

- Sound and thorough knowledge of the Convention on International Civil Aviation and its Annexes, (including safety and efficiency principles).
- Sound knowledge of Guidance Materials (Manuals, Circulars and other documents) related to the provision of air navigation services as issued by the International Civil Aviation Organization (ICAO).
- Sound understanding of the air transport industry.
- Knowledge of the Civil Aviation Act and the Jamaica Civil Aviation Regulations.
- Familiarity with contemporary safety concepts such as safety management systems and with other aspects of civil aviation within the span of control, personnel training and qualifications.
- Working knowledge of the operations of the public sector.
- Knowledge of Industrial Relations and Human Resource best practices.
- Sound knowledge of general management practices, including strategic planning and performance management, results-based management and budgeting preparation and control principles, governance and accountability.

SPECIALIZED SKILLS & TECHNIQUES REQUIRED

- Ability to lead and motivate staff.
- Operational experience in air traffic management or flight operations.
- Ability to methodically plan work programmes.
- Well-developed crisis management skills.
- Good co-ordination skills.
- Well-developed human resource management skills.
- Sound negotiation and conflict resolution skills.
- Well-developed analytical skills and sound judgement.
- Ability to communicate effectively, clearly and concisely, orally and in writing; including the ability to coordinate and critique technical documentation and to present it persuasively.
- Proficiency in the use of a computer and modern office productivity applications.

Applicants who satisfy these requirements should email applications with detailed résumés by **September 20, 2019 to the:**

**DIRECTOR GENERAL
JAMAICA CIVIL AVIATION AUTHORITY
4 WINCHESTER ROAD
KINGSTON 10
Fax: 876-920-0194
Email: job.opportunities@jcaa.gov.jm**

We thank all applicants for their interest. However, only shortlisted candidates will be contacted.