



Employment Opportunity Flight Follower (Flight Operations)

Competition#: 4N18-015
Wage: \$19.00 (or commensurate with experience)
Hours of Work: Permanent Full-time (35-40 hours per week)
Location: Whitehorse, Yukon
Closing Date: Tuesday, February 20, 2018 (1700 PST)

Air North, Yukon's Airline is a growing Airline based in Whitehorse, Yukon that offers its employees a top-tier benefits package that includes competitive salaries, extended health and dental, Group RRSP plans and extensive travel perks with various carriers hosted through MyID Travel.

Air North, Yukon's Airline has always taken pride in providing the most authentic Yukon hospitality experience to all its customers. In 2016 Air North, Yukon's Airline was named the second most-loved airline in the world. This is a testament to the dedication and hard work of Air North's employees and the loyalty of their customers. Air North has scheduled service between Whitehorse, Vancouver, Kelowna, Calgary, Edmonton, Ottawa, Yellowknife and Victoria (starting May 2018).

Each day, we send out a number of flights across our network – and the motivated team in our Operations Control Centre is responsible for ensuring that our flights operate on time and according to plan. From confirming that the aircraft's weight and balance is accurately calculated to coordinating ramp and maintenance operations, the role is varied and fast-paced but ultimately rewarding. The Operations Control Centre is also responsible for preparing up-to-date flight statuses for our passengers and others.

The Flight Follower is responsible for following all Air North aircraft; determining aircraft load, weight and balance, and aircraft configuration; communicating with flight crews and outstations; monitoring weather and updating flight crews; relaying aircraft movement messages to dispatch control and outstations; calculating revised flight schedules; updating flight status information, both internally and externally; maintaining both flight following and fuel sales records; and providing support to the Charter Coordinator during charter operations.

Would you describe yourself as having:

- Strong working knowledge of weather and how it impacts aviation, as well as an understanding of NOTAMs, as outlined by NAV CANADA and the FAA
- Excellent English written and verbal communications skills
- Computer proficiency with Word, Excel, Internet and email communication
- High level of attention to detail and accuracy
- Able to work independently and alongside varying teams
- Able to deal with constant interruptions, distractions, time pressure and concurrent demands
- Excellent time management and organizational skills
- Demonstrated ability to troubleshoot, make decisions and problem solve
- Most importantly, a good sense of humour and likes to have fun

Qualifications/Conditions of Employment:

- Grade 12 High School Diploma or equivalent
- Required to obtain and retain a valid Restricted Area Identification Card (RAIC)
- Required to obtain and retain a valid class 5 driver's license with a clean abstract
- Required to obtain Restricted Operators Certificate – Aeronautical (ROC-A)
- Able to perform all duties under stressful conditions beyond the employee's control
- Previous airline flight operations and dispatch experience considered an asset
- Must be a Canadian citizen, Permanent Resident or show proof of right to work in Canada
- Valid First Aid is an asset

How to Apply:

Quoting competition #4N18-015, please submit your resume and cover letter to the Human Resources Department by Tuesday, February 20, 2018 (1700 PST) to:

Email: careers@flyairnorth.com
In Person: Air North Office, 150 Condor Road, Whitehorse, Yukon

We wish to express our appreciation to all applicants for their interest in this position. Due to the substantial volume of applications we receive, only candidates selected for an interview will be contacted. Applicants must clearly indicate that they meet the minimum qualifications to be considered for a position.

flyairnorth.com

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