

AIRCRAFT PILOT

DEFINITION: Under direction, performs work of considerable difficulty in piloting fixed wing aircraft to transport passengers, luggage or freight in corporate charter situation; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Performs pre-flight preparation, including inspection of aircraft, assimilation of and interpretation of all weather and any Notice to Airman that may affect the flight; operates aircraft to and from destinations within in the United States as scheduled and in all types of meteorological conditions; conducts all flights in accordance with Federal Aviation Regulations (FAR); assists in loading and unloading aircraft and assists passengers at departure and arrival at airports; ensures all freight is properly secured when transporting freight; performs post flight duties upon arrival at destination by securing aircraft, preparing the aircraft for the next flight, refueling and tidying the aircraft interior; at home based assists with ground movements of aircraft in and out of hangars using the aircraft tug, including staging for and accomplishing aircraft refueling; assists with routine operation of office and airport property.

Prior to flight, assures airworthiness of aircraft, reviews route considerations, conducts meteorological analysis and considers passenger safety conditions; prepares, reviews and files flight plans and schedules in accordance with Federal Aviation Administration (FAA) and/or local government regulations; operates aircraft in accordance to applicable regulations and procedures; performs post flight duties upon return to home base by refueling aircraft as necessary, hangaring or securing aircraft, preparing aircraft interior for next flight and ensuring any maintenance issues are noted and attended to; assists with routine and necessary maintenance of airport grounds and equipment necessary to keep the airport operations on a 24/7 schedule; maintains logs; prepares required reports; may assist in flight office by scheduling flights and addressing related operational questions.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of FAA regulations pertinent to aircraft operations.
Knowledge of federal, state and Navajo Nation charter plane flight rules and regulations.
Knowledge of instruments, aircraft components, operations and maintenance requirements.
Knowledge of flight scheduling and pilot limitation in accordance with FAA regulations.
Knowledge of methods, practices and procedures of piloting assigned aircraft.
Knowledge of occupational safety and health regulations, practice and procedures.
Knowledge of both instrument and visual flying methods.
Knowledge of analysis and interpretation of technical meteorological maps and information.
Skill in safely piloting assigned aircraft to and from destinations.
Skill in verbal and written communication, including radio and data link procedures, related to filing, following and conveying flight information to Air Traffic Control facilities.
Skill in scheduling flights for a variety of purposes including transportation of passengers or freight.
Skill in accurately analyzing and interpreting complex information.
Skill in establishing and maintaining effective working relationships.
Ability to manage rest in order to prepare for duty during schedules work hours.
Ability to adapt to changing schedule and high-pressure situations.

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PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work requires attention to detail, long hours and independent judgment as to the safety of flight conditions; work requires being able to load and unload baggage and freight.

MINIMUM QUALIFICATIONS:

- A high school diploma/GED and graduation from an accredited training program in Aviation; and three (3) years paid experience in single and multi-engine aircraft operations, 4,000 hours as pilot-in-command and 2,000 hours multi-engine time;

OR

An Associate's degree in Aviation; and two (2) years paid experience in single and multi-engine aircraft operations, 4,000 hours as pilot-in-command and 2,000 hours multi-engine time

SPECIAL REQUIREMENTS:

- Possess a valid Federal Aviation Administration (FAA) Commercial Pilot's License with Single and Multi-engine Rating and Instrument Rating or an Airline Transport Pilot License with Multi-engine Rating.
- Possess a current Instrument Competency Endorsement or be instrument current.
- Possess a Federal Communications Commission Restricted Radiotelephone Operator Permit.
- Possess a current FAA Class II Medical Certificate.
- Possess a valid state driver's license.
- Pass FAA mandated physical examination.

PREFERRED QUALIFICATIONS:

- A Bachelor's degree in Aviation; (3) years paid experience in single and multi-engine aircraft operations, 4,000 hours as pilot-in-command and 2,000 hours multi-engine time.
- Five (5) years paid experience in single and multi-engine aircraft operations, 5000 hours as a pilot-in-command and multi-engine time.
- Airline Transport Pilot with Multi-engine Rating.

Supplemental Requirements:

Incumbent must obtain a Navajo Nation Vehicle Operator's Permit and FMIS/6B certification within 90 days of date of hire; and must pass yearly re-certification flight training conducted by Sim-Com. Position may require additional licenses or certification.

Depending upon the needs of the Nation, incumbents may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment