OES SR. ENGINEER Job Description

2. ROLE PURPOSE:
• Responsible for ensuring that the ATE systems and equipment in his field of expertise are maintained
and managed in a safe and expeditious manner in line with the processes and procedures in the CNS Manuals and the DFS/DANS Safety and Quality Management System to ensure a seamless flow of service provision by ATC to our customers satisfaction and expectations.

3. KEY ACCOUNTABILITIES:

Description

TECHNICAL MAINTENANCE
• Provide supervisory and people management support to ATSEPs with their system responsibility. Ensure
that all equipment within his scope (at all sites DWC, DXB and EFTA including off-airport) is operating correctly and inform line managers of any anomalies. Prioritize, when necessary, attendance for break down faults ensuring that those faults effecting aviation safety are given top priority
• Compliance with PPM processes assuring L1 and L2 tasks are carried out with an in-date competence
• Corrective Maintenance processes are carried out with an in-date competence
• Produces all items necessary within the system manager framework.
• Defines training material, tools, TME and other resources to carry out PPM effectively
• Analysis of PPM trend data to maintain system performance targets
• Definition of Oral and OJTI competence activities
• Spares holdings min and max levels
• Scheduled review of department Risk Register system RA, assessment of modifications, upgrades, release of dormant function and other improvements to system performance
• Review and re-issue of Adaptive, Corrective and Preventive Maintenance procedures
• Management of recovery processes, spares, and other inventory for the department to react to outages effectively
• Shift capability level to maintain system effectively
• Update's location and other AIP data
• Plans and implements configuration changes iaw MOC process and maintains the Configuration Sheet for their system responsibility.
• Maintains operating licences for the systems

3. KEY ACCOUNTABILITIES:

Description
• Define and test tactical adaptation or configuration changes for use by operational staff and themselves required by stakeholders to support their Operational efficiency. Processes will be deployed via the published WR / MOC processes.

CUSTOMER SATISFACTION
• Input to procurement and processes to deliver service excellence
• Complies with Service Level Agreements with all customers and stakeholders where applicable to duties
• Identifies and generates positive relationships with any form of stakeholder, on airport, UAE airport, service provider or OEM

PERSONNEL MANAGEMENT
• Requests courses in line with the career path defining a 3-year rolling plan to assure their progression including technical and soft skills training so they are ready for advancement
• Monitors and documents evidence for their PMR Objectives
• Participates in succession plan activities if identified for progression
• Consults with TL and OESM all evidence submitted for renewals of PTC
• Documents their productivity and reports on performance
• Assures all competences are current and up to date within management Systems. Reports discrepancies to TL
• Participates in CA Activities during the year sufficient to maintain currency if held
• Holds OJTI certification and carries out sufficient activities to maintain currency
• Maintain personal airport driving permit (ADP) at level necessary for their area of responsibility up to L4

ASSET MANAGEMENT
• Assures system performance and changes in alignment with the Asset Management Plan
• Formulates and applies system changes in alignment with the CNS Asset life-cycles
• Provides support to system midlife upgrades
• Implementation of modifications to add functional improvements as BAU
• Advises on amendments to the PPM schedule
• Supports the decision-making process of change from analysis of Trend Analysis Reporting
• Supports entry into service and decommissioning of systems assigned to them by Line

Management

BUDGET & FINANCE
• Advises on OPEX budget based on requirements to support the system maintenance
• Advises CAPEX submission determined by the future systems upgrades or modifications or support systems for Operations
• Provides input to OM for procurement iproc submissions
• Supports efficient usage of contract allocated OEM credits (Flex points) Supports the development of contract scope of work

INVENTORY MANGEMENT
• Defines effective spares and LRU holdings supporting operation and associated min max holdings
• Complies with inventory management processes to support the business continuity
• Supports the repair and disposal process

PROJECT DELIVERY
• Liaising with all departments to support the delivery of projects and work packages
• Supports delivery of projects lifecycles relating to area of responsibility

3. KEY ACCOUNTABILITIES:

Description
• Participates in all aspects of project deliverables through to accepting system into service compliant with AMC25
• Work Package Manager of new system: developing all PM, CM, and associated support processes; defines the Oral and OJTI requirements for competence; advises on OEM training deliverable; delivers input to OTD to produce the in-house training material; and defines spares and LRU's required to support system proposed lifecycle
• Liaise with OPD and OEMs to support the implementation of projects, technical transfer and acceptance of equipment and new assets into service; ensures ProTech Updates are delivered consistently; assures delivery of all AMC25 actions such as CDR, FAT, IAT, SAT

INNOVATION
• Driving continuous improvement of OES service delivery through use of new and emerging technology
• Provides input to ATE Innovation Process, identifying new tools (software, hardware, or process) as part of the innovation process
• Implements new technology or processes
SAFETY ACCOUNTABILITY
• Assures compliance with and actively participates in completion of CNS annual Safety Objectives
• Contributes to the knowledge and understanding of business continuity model
• Defines and periodically reviews the activities required to implement resilience of systems power, data connectivity and processing
• Produces and periodically reviews the System Recovery processes and ensures they are followed
• Ensures he can lead or participate in Hazard Identification
• Ensures he can lead the production of MOC documentation and deliver a safe method of the change
• Complies with OHSE framework for engineering processes: Risk Assessments – Generic, Manual Handling, Working at Height, Display Screen Equipment, CoSHH, POL etc
• Participates in Safety audits in conjunction with CNS S&S
• Participates and provides solutions as an output of Exception Reporting
• Participates and provides solutions as an output of Exception Reporting from ROSI

Investigation

QUALITY MANAGEMENT
• Assures compliance with Quality model for department – participant of OES safety committee.
• Contributes to Safety and Quality promotion
• Participates in internal quality audits with GRC and CNS S&S
• Documentation Compliance with GCAA CARs, ISO 9000, ISO 23001, ISO 55001
• Complies with CNS Exposition
• Complies with Asset Management Manual
• Complies with Operations Manual
• Executes their work in accordance with all provided manuals and procedures

• Ensures quality of data input to management systems is highly accurate to support the department KPI reporting
• Produces and periodically reviews CNS Business Continuity processes related to their system responsibility

3. KEY ACCOUNTABILITIES:
Description
• Periodically reviews the Business Continuity, resilience matrix and recovery plans relevant to their system responsibility
• Provides input to GCAA Monthly and Annual Reporting
• Monitors their own performance and productivity and reports it to their TL
• Provides Operational data for KPI management
• Audit Participation
o GCAA External Audit
o Internal audit
o ISO 9000 Audit
o ISO 27001 Security Audit
o ISO 22301 Business Continuity

5. KNOWLEDGE, SKILLS & EXPERIENCE:

Knowledge & Experience:
• The post holder shall have as a minimum, a bachelor's degree or Higher Diploma in Electronics
Engineering from a recognized University, Training Establishment, or have equivalent and relevant experience.
• Minimum 6 years of ATE specialist experience in a senior role.
• Minimum 3-year supervisory experience
• Relevant certificates of competency on ATE systems and equipment that meet international or national regulatory standards. All Level 2 competencies should be current.
• Hold an OJTI qualification or be prepared to gain this qualification.
• Up to date knowledge of GCAA Civil Aviation Regulations
• Knowledge of ICAO standards and recommended practices.
• Technical knowledge of Communications, Navigation, Radar, ATM, and other Airport Systems
• Knowledge of ATC and other customer procedures

Skills:
• Attention to detail
Problem solving and decision making
• Excellent communication and Organisational skills
• The ability to develop quality standards, testing procedures, inspection reporting formats, and ability to conceptualize tasks and accomplish them.
• The ability to read and interpret technical drawings and schematic diagrams
• An ability to work to tight deadlines and make correct decisions under pressure
• Computer literacy with MS office package skills

AVIOURAL COMPETENCIES:
WEIGHT % DISTRIBUTION
• Communication

- Adaptability & innovation
- Teamwork
- Safety
- Procedures Awareness & Implementation
- Customer Orientation
- Problem Solving & Decision Making
- Planning & organising

Y & SECURITY REQUIREMENTS

- Adhere to the applicable safety & security (information security) policies and procedures of DFS/DANS.
- Report any security (information security) breaches or incidents to DFS/DANS Security team
- Report any safety incident to DFS/DANS safety team
- Attend safety & security (information security) awareness sessions conducted in DFS/DANS.