26.  MINIMUM QUALIFICATION REQUIREMENTS

This section states the general minimum qualification requirements for the inspectors. More detailed information on their principal accountabilities are included in the individual inspector’s Job Description which is placed in file CA 1/1/1/3.

26.1  Senior Flight Operations Inspector

26.1.1  Job Description

To assess the probable level of operational safety that an operator (prospective operator or AOC holder) is currently achieving and to report standards observed to Controller of Air Safety.

26.1.2  Qualification & Experience

A current Air Transport Pilot Licence with an unrestricted instrument rating, 7500 hours Pilot-in-Command; a flight instructor’s rating or considerable experience as a check pilot on a multi-engine turbine aircraft transport preferably with an airline; at least 3 years experience as an FOI; a sound knowledge of aviation legislation and ICAO operations documentation; the ability to work in a team, communicate effectively both verbally and in writing and computer literate.

26.2  Flight Operations Inspector

26.2.1  Job Description

Primary purpose of the position is to assist the Controller Air Safety (CAS) in ensuring that the standards of aviation safety are applied by the industry.

26.2.2  Qualification & Experience

i) Extensive operational experience in air transport operations.

ii) Extensive experience in airline check and training.

iii) Not less than 5,000 hours as pilot-in-command of air transport aircraft.

iv) Hold a current air transport pilot licence.

v) A reputation for processing qualities of initiative, tact, tolerance, patience and integrity.

These requirements may be varied as required by the Authority to suit the particular category of Flight Operations Inspector.
26.3 Dangerous Goods & Cabin Safety Inspector (DGCSI)

26.3.1 Job Description

The position of DG&CS Inspector reports to a Flight Operations Inspector (FOI) and assist other staff of the Air Safety Department in carrying out safety oversight monitoring of national and international operating standards of holders of Air Operators Certificates of Competence and other aircraft operators in accordance with the Air Navigation Regulations and the ICAO Standards and Recommended Practices (SARPS) covering Mandatory Occurrence Reporting, Dangerous Goods, Cabin Services, aircraft emergency procedures and enforcement matters.

26.3.2 Qualification & Experience

i) A recognised Diploma in aviation discipline from a recognised university or acceptable qualification and training in investigation/prosecution works with at least a private pilot licence.

ii) Incumbent must be a trained Safety Auditor for cabin services of large aircraft, and aircraft emergency procedures. Good communication skill's and ability to work in a team.

26.4 Airworthiness Officer

26.4.1 Job Description

The incumbent reports to the Senior Airworthiness Officer but works closely with the Airworthiness Advisor and assist with the safety and technical regulations of all aircrafts in Fiji. Such safety regulation is based on ANR, ICAO Annexes, other international standards, Standards Documents (SD) and Local Procedures.

26.4.2 Qualification & Experience

Must be a Licenced Aircraft Maintenance Engineer (LAME) with at least five years of certification experience on both line and base maintenance in JAR 145 or equivalent environment. Experience in Quality Assurance and management will be an advantage. The candidate must have sound communication skills with ability to work as part of a team.

26.5 Air Traffic Management Inspector (ATMI)

26.5.1 Job Description

In its regulatory role, the ATMI designs, develop, promulgate and review ATS safety standards. It oversees the provision of air traffic services performed by Airport Fiji Limited and any other organisations within its ambit in accordance with the applicable C.A. Rules/Regulations by regular audits/inspections, desktop audits of documentation
prior to field audit, quality assurance; and ensures compliance through enforcement where required.

Incumbent audits and regularly inspects the adequacy of ATS in terms of operational procedures, practices, manpower numbers, equipment/facilities, and personnel training/development/licensing.

Incumbent oversees the examination conducted by the Air Traffic Service Licensing/Rating Board, scrutinises the applications for ATS Licences submitted and conduct the annual ATS re-validation examination.

Incumbent audits and monitors safe implementation of new systems and associated procedures such as CNS/ATM, RVSM, ACAS/TCAS, etc.

Incumbent monitors/investigates/analyses ATS incidents/regulatory breaches and liaise/advise on aviation safety education matters.

ATMI contributes to the overall aviation safety awareness and education program.

Incumbent assists in air safety accident investigation conducted by authorised personnel.

### 26.5.2 Qualification & Experience

Hold or have held an ATC licence/certificate with aerodrome, approach and area control (non-radar) ratings and 8 years post qualification experience of which at least 3 years in supervisory/managerial level; successful completion of audit & lead auditor course.

Good knowledge Fiji Laws relating to aviation and experience in ATS procedures/practices, personnel licensing/training, and the ICAO CNS/ATM systems.

Analytical ability, flexibility of approach and some auditing experience.

Integrity; self-motivated; ability to command respect/cope under pressure; must be able to pay attention to details, deadlines and be computer literate.

### 26.6 Electrical/Mechanical Inspector

#### 26.6.1 Job Description

In its regulatory role, the EMI oversees through regular audits/inspections the provision of Electrical/Mechanical services performed by Airport Fiji Limited and any other organisations within its ambit, through auditing and quality assurance including enforcement action where required, in accordance with the applicable C.A. Rules/Regulations.

Audits the adequacy of the technical equipment/facilities, procedures, practices, manpower numbers, personnel training/development/licensing in the provision of visual navigation services; scrutinise aeronautical facility technician’s licence (electrical/mechanical) applications ensuring that the applicant meets the requirements for issue/renewal of the licence and associated ratings.
Contributes to the overall aviation safety awareness and education program.
Assists the authorised person in air safety accident investigation, as applicable.

26.6.2 Qualification & Experience
Degree/Diploma in the Electrical or Mechanical discipline with at least 8 years of relevant experience; familiar with licensing process for issue/renewal of technical facility licence and associated ratings; knowledge/experience on inspection and auditing is essential; successful completion of audit & lead auditor course.

Integrity; self-motivated; ability to command respect/cope under pressure; must be able to pay attention to details and to deadlines; good verbal/written communications skills and be computer literate.

26.7 Radio Engineering Inspector (REI)

26.7.1 Job Description
In its regulatory role, the REI oversights the provision of aeronautical services performed by Airport Fiji Limited and any other organisations within its ambit, through regular technical audits/inspections and enforcement action where required, in accordance with the applicable C.A. Rules/Regulations.

Audits the adequacy of the technical equipment/facilities, procedures, practices, manpower numbers, personnel training/development/licensing in the provision of air navigation services; scrutinise aeronautical facility technician licence applications ensuring that the applicant meets the requirements for issue/renewal of the licence and associated ratings.

Contributes to the overall aviation safety awareness and education program.

26.7.2 Qualification & Experience
Degree/Diploma in the radio telecommunications discipline with at least 8 years of relevant experience; familiar with licensing process for issue/renewal of technical facility licence and associated ratings; knowledge/experience on inspection is an advantage; successful completion of audit & lead auditor course.

Integrity; self-motivated; ability to command respect/cope under pressure; must be able to pay attention to details and to deadlines; good verbal/written communication skills and be computer literate.
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26.8 Safety Education Officer (SEO)

26.8.1 Job Description

The SEO has no direct report other than cross functions with internal and external customers.

In its regulatory role, the SEO contributes to the enhancement of aeronautical oversight through publication of aviation events of air and ground operations considered as of importance and pertinence to the aviation industry and provides elaboration on the applicable C.A. Rules/Regulations as may be necessary.

SEO is the aviation safety awareness and education program coordinator. Close liaison with all aviation industry stakeholders (internal and external) is important.

26.8.2 Qualification & Experience

Formal qualification in teaching or instruction at the tertiary or diploma level with relevant exposure in aviation safety/quality programs, having at least three years experience and good public relations skills; attended audit & lead auditor course.

Integrity and self-motivated; good written and oral communications with all levels of the industry including national and international organizations; must be computer literate.

26.9 Aerodrome Engineering Inspector (AEI)

26.9.1 Job Description

In its regulatory role, the AEI oversees through regular audit/inspection of the provision of airport services performed by Airport Fiji Limited and any other airport operators/owners within its ambit, including enforcement action where required, in accordance with the applicable C.A. Rules/Regulations.

Audits the adequacy of the airport equipment/facilities, procedures, practices, manpower numbers, and personnel training/development/qualification for the issue of Airport Licence; scrutinise all applications for airport licence ensuring that the applicants meet the requirements for issue or renewal of the licence.

Examines and approves applications, designs and constructions of new airports; recommends the issue of airport licence. It provides comments to relevant governmental departments and Authorities, on proposed developments near airports and their impact on the airport operations.

Assists the authorised person in air safety accident investigation, as applicable.

26.9.2 Qualification & Experience

Degree/diploma in the airport engineering discipline with at least 8 years of relevant experience; familiar with licensing process for issue/renewal of airport licence;
knowledge/experience on inspection/auditing; successful completion of audit & lead auditor course
Integrity; self-motivated; ability to command respect/cope under pressure; must be able to pay attention to details and to deadlines; a team player; good verbal/written communications skills; computer literate; hold a valid driving licence; willing to travel; and flexible in working hours.

26.10 Air Traffic Management Officer (ATMO)

26.10.1 Job Description

Assist with setting, promulgating and reviewing of air traffic services (ATS) safety standards, conducting inspections, surveillance and audits of ATM including AIS, PANS-OPS, and JAR.

Assurance of regulatory compliance including enforcement of the Civil Aviation Regulations.

Monitors/investigates/analyses mandatory occurrence reports on ATS incidents and regulatory breaches; assist in air safety accident investigation.

26.10.2 Qualification & Experience

Hold or have held an ATC licence/certificate with aerodrome, approach and area control (non-radar) ratings and 5 years post qualification experience of which at least 3 years in supervisory/managerial level;

Good knowledge of Fiji Laws relating to aviation and experience in ATS procedures/practices, personnel licensing/training, and the ICAO CNS/ATM systems;

Analytical ability, flexibility of approach and some auditing experience.

Integrity; self-motivated; ability to command respect, cope under pressure; be tactful but firm; must be able to pay attention to detail, meet deadlines and be computer literate.

26.11 Aviation Safety and Security Inspector

26.11.1 Job Description

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#### 26.11.2 Qualification & Experience

At least a recognized Diploma in Aviation Discipline or wide administration experience in a disciplined force with good technical knowledge of security, facilitation, rescue fire fighting, dangerous goods and airport operations. Be conversant with ICAO Annexes, national laws and regulations dealing with acts of unlawful interference, bomb threats, dangerous goods, weapons and devices etc, and with ability to communicate and write reports.