



TRAINING ADMINISTRATOR (PUNTA CANA). PUNTA CANA, DOMINICAN REPUBLIC (THE)

ABOUT COMPANY:

FL Technics is a global provider of tailor-made services for aircraft maintenance, repair, and overhaul (MRO). With operations across Europe, Asia Pacific, Africa, the Middle East, Canada, and now expanding to the Caribbean, we deliver trusted aviation solutions worldwide.

As part of Avia Solutions Group, the world's largest ACMI provider with a fleet of 214 aircraft, we are opening a brand-new hangar in Punta Cana, Dominican Republic and inviting exceptional professionals to join our team.

YOUR TASKS:

- Coordinate, schedule, and monitor training programs for maintenance and engineering staff.
- Ensure training is delivered in compliance with FAA, IDAC, and company requirements.
- Maintain accurate training records, certificates, and documentation within the training management system.
- Support the development of training plans for Airbus and Boeing aircraft types.
- Assist in the organization of recurrent and initial training sessions for technical personnel.
- Provide administrative support to instructors, trainees, and department heads regarding training needs.
- Monitor training validity, expirations, and regulatory compliance, ensuring all staff qualifications remain current.
- Contribute to continuous improvement of training processes and alignment with MRO operational needs.

WHAT YOU SHOULD BRING:

- Minimum 2 years of technical training experience (can be combined with AMT experience).
- Completed Professional or Intermediate career degree related to the position.
- Aircraft training on Airbus and/or Boeing aircraft.
- Familiarity with FAA regulations and quality procedures.
- Strong organizational, communication, and record-keeping skills.
- English proficiency required; Spanish preferred.

WORKING AT FL TECHNICS:

- Global Exposure - At FL Technics, we open doors to a world of boundless opportunities. Leading global group companies - from Vilnius to Canada, we are at the center of the MRO industry.
- Aviation Industry - where passion meets purpose. In this dynamic and ever-evolving industry, you'll

be part of a team that shares a deep love for aviation passion that unites us and fuels our determination to achieve greatness.

- Grow to Glow mindset - We believe in nurturing our employees' potential and investing in their growth.
- Our Grow to Glow goal is centered around providing access to continuous learning and development opportunities.
- Stay Well focus - At FLTechnics, we understand that a healthy and balanced employee is a successful employee. We focus on promoting well-being and overall mental and physical health.
- Enjoy What You Do attitude - We strongly believe that a positive and enjoyable work environment enhances creativity and productivity.

Seize this opportunity to soar to new heights with FL Technics! Apply now and be part of a globally acclaimed team shaping the future of aviation.

FL Technics - a leading global provider of aircraft maintenance, repair, and overhaul (MRO) services, specializing in a comprehensive range of aviation solutions such as maintenance, parts and materials supply, technical trainings, wheels and brakes services, engine repair shop, engineering, design and production and aerospace logistics. With offices in Lithuania, the United Kingdom, the UAE, Canada, Germany, Italy and Thailand, FL Technics holds certifications, including EASA Part-145, Part-CAMO, Part-147, Part-21, FAA-145, UK CAA, and other NAA. Operations extend across Europe, South, Central and North Americas, the Middle East, Africa, Asia- Pacific regions.