



TECHNICAL RECORDS ENGINEER. VILNIUS, LITHUANIA

WHY US?

Avion Express is a narrow-body ACMI (Aircraft, Crew, Maintenance, Insurance) and charter operator. Avion Express provides top-level short and long-term aircraft wet-leasing (ACMI) solutions and also offers its clients aircraft on a charter basis. The company operates an Airbus A320 family aircraft fleet.

Avion Express is looking for ambitious professionals to support the company's matters and further development of the company. The position is based in Vilnius, Lithuania.

The company creates a supportive work environment and conditions for employees to grow, both professionally and personally.

ARE YOU READY TO?

- To second the Senior Technical Library and Records Engineer in his duties and responsibilities.
- To liaise with the Maintenance Management System (MMS) and Electronic Tech Log (ETL) internal focal points for any upgrades and improvements related to his/her activities.
- To update information in MMS database in accordance with field of responsibility.
- Any other reasonable duties as required by Senior Technical Library and Records Engineer.
- To enter data of flight log pages and technical log pages in the MMS.
- To enter and verify components movements in the MMS arising from scheduled and unscheduled works.
- To provide utilization reports to the involved third parties.
- To archive accomplished work orders and aircraft historical records in designated storage area as per CAME instructions.
- To help the incorporation of maintenance and component history data of new aircraft introduced to company's fleet in MMS.
- To supply at all locations the company provide service, sufficient amount of spare flight log/technical log/cabin defect record books.
- To keep records in accordance with the procedures and applicable retention periods required by the Authorities.
- To support all other departments with review and supply of records for Continuing Airworthiness.
- To assist the Technical Library and Records Senior Engineer to keep all aircraft technical documents constantly available and current to all Engineering and Maintenance (including CAMO) department and all contracted suppliers.
- To enter all applicable Airworthiness Directives, Service Bulletins and other airworthiness information publications immediately into the MMS for proper evaluation and assessment by CAMO

engineering.

- To enter into the MMS all applicable Retrofit Information Letters.
- To update and control the Aircraft Onboard Documents binders.

DO YOU HAVE WHAT IT TAKES?

- Aeronautical university degree or equivalent.
- Knowledge of applicable aviation regulations, CAME, CPM procedures and other applicable company procedures.
- Good Knowledge of English language.
- Knowledge of relevant Maintenance Program of aircraft.

DOES IT SOUND APPEALING?

- Position, based in Vilnius, Lithuania;
- Flexibility of working hours for students;
- Friendly atmosphere in a modern business center;
- Competitive salary (starting from 1700€ gross, depending on your experience) and social benefits, including health insurance;
- Other benefits: lunch compensation, opportunity to book standby flights, access to the childcare room, gym for your physical and mental health (Mindletic), daily fruits and weekly pastries, birthday day-off, gifts for marriage, childbirth and other significant life occasions;
- Opportunities for professional and personal growth;
- Opportunity to work in a truly international business environment.

Salary: from 1700 € to 2807 € (brutto)

Avion Express is the largest narrow-body ACMI operator in the world. The company operates it's Airbus A320 family aircraft fleet across Europe, as well as Africa, South America and the Asia-Pacific region.