



## **MANPOWER COORDINATOR. VILNIUS, LITHUANIA**

### **ABOUT COMPANY:**

FL Technics is a global provider of tailor-made services for aircraft maintenance, repair, and overhaul (MRO), delivering solutions to commercial aviation customers worldwide. FL Technics operates in a vast network of representative offices, hangars, and shop facilities, as well as the largest independent line maintenance stations network across Europe, Asia Pacific, Africa, the Middle East, and Canada.

Recognized as Top Employer of 2026, awarded by the Top Employers Institute, FL Technics demonstrates continuous effort and investments to create a great work environment and ensure the well-being of the ever-growing team in Lithuania and across the globe.

FL Technics is part of Avia Solutions Group, the world's largest ACMI provider, operating a fleet of 136 passenger and cargo aircraft worldwide.

### **YOUR TASKS:**

- Organizing manpower roster to ensure highest productivity while adhering to safety and compliance requirements;
- Cooperation with various team members across the organization;
- Working with working hours reports: collecting, verifying, and maintaining accurate employee working hours and preparing detailed working hours reports;
- To organize business trips for employees (flights and hotel bookings);

### **WHAT YOU SHOULD BRING:**

- English language (written and oral);
- Good oral and written communication skills;
- Strong analytical and problem solving skills;

- Can-do attitude and a proactive approach to daily tasks;
- Teamwork and strong interpersonal skills;
- Proficient in MS Office suite (Excel, Outlook).

#### **WORKING AT FL TECHNICS:**

- Exclusive experience to the aviation business industry;
- Additional private health and accident insurance;
- Discount system with partnering companies;
- Access to internal training and courses;
- Complimentary in-house gym and other sports activities;
- Supporting and cheering for your success team;
- Competitive salary range, final offer will be proposed based on your experience and competencies.

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.

Salary: from 2270 € to 2635 € (brutto)

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FL Technics is a global provider of tailor-made services for aircraft maintenance, repair, and overhaul (MRO), delivering solutions to commercial aviation customers worldwide. With more than 2500 employees FL Technics operates in a vast network of representative offices, hangars, and shop facilities, as well as the largest independent line maintenance stations network across Europe, Asia Pacific, Africa, the Middle East, and Canada.