



## **OPERATIONS CONTROL CENTRE OFFICER. RIGA, LATVIA**

The Integrated Operations Control Center is responsible for the long-term and 24/7 management of the published schedule. Internal tasks and duties are distributed among its units based on their areas of responsibility. These units include OPS Control, Flight Dispatch, Network Planning, Scheduling, and Slots, as well as the Crew Control and Crew Travel divisions.

### **Key Responsibilities:**

- Provide support, control, and management of SmartLynx flight operations.
- Coordinate matters related to executing the daily flight schedule, including normal operations, irregularities, and emergencies.
- Actively monitor all SmartLynx Airlines flights.
- Gather, analyze, and apply weather information for destinations, alternate airports, and en-route planning.
- Assess and interpret technical information.
- Collaborate closely with other departments to ensure smooth operations.
- Coordinate SLOT allocations for daily schedule changes.
- Receive, analyze, and input flight schedule information into the OPS Control system (RAIDO), ensuring data accuracy.
- Identify and eliminate schedule inefficiencies

### **Requirements:**

- You should be a university graduate or currently pursuing higher education. A degree in Logistics, Aviation, Airline Operations, or a relevant field, as well as a Pilot License, ATC Control License, or Flight Dispatcher License, will be considered an advantage in the selection process.
- Strong problem-solving skills and a business-oriented mindset.
- Attention to detail is essential for this role.
- Proficiency in MS Office.
- Excellent English skills (both written and spoken).
- Strong analytical and problem-solving abilities.
- Effective teamwork skills.
- Ability to work in shifts, including evenings and public holidays.
- Ability to work on-site at the office.

### **This is why you will love to work with us:**

- Opportunity to work together with global aviation experts.
- International, friendly, modern, and comfortable work environment.
- The company subsidized lunch and healthy snacks in the office.
- Advanced health insurance after the probation period.
- Paid day off on your birthday.

- For professional and personal development opportunities, join our Talent Academy, Leaders Club, or other development incentives.
- Corporate and social events.
- Competitive salary ranging up to 1900EUR/gross based on your competencies and experience.

*\*Please note that background checks will be conducted on all applicants and restrictions that can suspend the process of employment in accordance with the Law on Aviation Article 57.1. will be additionally evaluated.*

*By applying to this job advertisement, the applicant takes full responsibility for declaring truthful information. In case, if information submitted will be discovered false or the Background Check result will return negative, participation in the recruitment process will be terminated.*

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In its 27 years in the ACMI and air charter business, SmartLynx Airlines has earned a name for itself as one of the finest in the industry. Operating a fleet of Airbus A320s and Airbus A321s aircraft, the airline transports over 3 million passengers annually in Europe and Asia.