



## **FLIGHT OPERATIONS ASSISTANT. 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?**

- Assist crew members by preparing Operational Flight Plan, meteorological information, NOTAMS and other relevant documentation.
- Arrange ground handling, fuel, and airport slots on short notice.
- Monitors possibilities and/or requirements and initiates changes in daily plans, aircraft assignment, standby aircraft activation.
- Use Eurocontrol tools to maintain ATC flight plans and monitor/avoid airspace restrictions.
- Perform a flight watch and maintain Operations Management System by updating departure/arrival times, delay reasons and other relevant information.

### **DO YOU HAVE WHAT IT TAKES?**

- University degree and/or a minimum of 1 year work experience in airlines within the Flight Operations Department.
- Ability to work in a team.
- Good communication skills.
- Ability to analyze and prioritize multiple tasks, and work under pressure.
- Fluent spoken and written English skills.
- Ability to work in shifts, including night time.

### **DOES IT SOUND APPEALING?**

- Position, based in Vilnius, Lithuania.
- Friendly atmosphere in a modern business center.
- Competitive salary (starting from 2450 € 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 coffee and fruits and weekly pastries, birthday day-off, gifts for marriage, childbirth and other significant life occasions.

- Access to the VIP lounge and discounted tickets at the Twinsbet Arena.
- Opportunities for professional and personal growth.
- Opportunity to work in a truly international business environment.

Salary: from 2450 € to 2720 € (brutto)

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**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.