AMOS ADMINISTRATOR (FOR POOLING). TAGUIG, PHILIPPINES (THE)

Avia Solutions Group (ASG) Global Services Philippines is looking for an **AMOS Administrator** for pooling.

This position is based in the ASG Global Services Philippines office in BGC, Taguig, under a hybrid setup and working on the APAC/EMEA Time Zone.

Avia Solutions Group (ASG) is the leading aviation business group, operating across all continents with offices in Ireland, USA, Asia Pacific, UAE, Lithuania, South Africa, and Australia. Backed by 14,000 highly skilled aviation professionals, the group is the largest global ACMI (Aircraft, Crew, Maintenance, Insurance) provider, operating a fleet of 200+ aircraft. The group also provides various aviation services such as MRO (Maintenance, Repair, and Overhaul), pilots and crew training, ground handling, and other interconnected solutions.

Role Overview:

The AMOS Administrator is responsible for configuring, implementing, and supporting the AMOS Maintenance & Engineering system across airline operations. This role ensures system efficiency, manages data migration, supports users, and delivers training to maintain consistent usage and compliance across subsidiaries.

Key Responsibilities:

- Configure and administer AMOS modules (Engineering, Planning, Aircraft Maintenance, Procurement, Inventory, and Finance) based on airline business needs.
- Implement AMOS across multiple airline operations, ensuring standardized processes and optimized usage.
- Manage AMOS data migration activities, including mapping, transformation, validation, and cleansing.
- Provide first-line functional support to AMOS users, including troubleshooting, permissions, and workflow setup.
- Coordinate and test AMOS upgrades, patches, and enhancements.
- Train end-users and maintain documentation to ensure consistent knowledge transfer across subsidiaries.

What we are looking for:

- Minimum 3 years of experience in AMOS administration
- Strong knowledge of airline maintenance, engineering, planning, procurement, inventory, and finance processes.
- Proven experience in AMOS data migration and ETL workflows.
- Deep understanding of AMOS configuration and functional customization.
- Skilled in technical documentation and training delivery.

- Experience with AMOS integration to third-party systems is a plus.

The Benefits of being part of our Team:

- Contribute to meaningful projects that shape the future, allowing you to grow professionally while making a real difference.
- Be part of a collaborative and inclusive environment where your ideas are valued, and innovation takes center stage.
- Benefit from personalized learning pathways, dedicated mentorship, and a clear trajectory for career advancement.
- Enjoy a flexible work culture and comprehensive benefits that support both your personal and professional well-being.
- Your efforts will be celebrated through competitive compensation and employee recognition programs designed to highlight your contributions.

A remote workforce service centre supporting Avia Solutions Group's ACMI airlines and MROs worldwide.