

## **CREW PLANNING OFFICER. VILNIUS, LITHUANIA**

Would you like to join a fun, talented, young team passionate about aviation? Is your strength in communicating with people of different cultures and characters? Do you enjoy solving problems in the complicated situations you face every day?

### **We would like to entrust you with the following duties:**

- Carry out short-to-long-term crew planning.
- Calculate and monitor crew activities according to flight time limitations (EASA FTL and company manuals).
- Communicate directly with crew members and coordinate worldwide logistical arrangements.
- Monitor and identify the need for crew qualifications and skills in line with company requirements.
- Administer the crew planning system to ensure accurate and legal crew duties.
- Ensure that operational requirements are delivered cost-effectively.
- Schedule training activities for crew members, instructors, evaluators, and line check airmen to ensure all required training and evaluation.
- Perform other relevant duties according to operational needs and production activities.

### **To qualify for the role, we expect you to have:**

- Previous experience in commercial aviation with an understanding of EASA regulations.
- Excellent verbal and written communication skills in English.
- Advanced computer skills with attention to detail and accuracy in working with data.
- Excellent communication, multitasking, negotiation, and prompt problem-solving abilities in complicated situations.
- Excellent analytical, planning, and time management skills.
- Ability to work effectively in a team.
- Be flexible regarding working time (if required).

### **We offer you and guarantee:**

- An interesting and challenging position within an international company in a fast-moving and fascinating aviation industry.
- Continuous improvement and the opportunity to gain unique knowledge while working in a highly dynamic organization leading its field of activity.
- Many challenges, participation in various projects, and events.
- Additional Health insurance according to the company policy.
- Possibility to implement innovative ideas and solutions.
- Free gym in the office.
- Free childcare zone.
- Free parking next to the main office building.
- Other benefits from Avia Solutions Group.

We will be happy to discuss the specific amount during an interview based on your experience and qualifications.

Salary: from 2300 € to 3000 € (brutto)

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KlasJet is an exclusive private and corporate jet charter company, renowned as a leader in the provision of bespoke group flights worldwide. Operating one of the biggest Boeing 737-VIP fleets globally, the company stands out visually through its unique livery, and professionally through its reputation for offering meticulously personalised, high-quality customer service. From sports teams and entertainers, meetings and events, to diplomatic envoys and corporate business travel KlasJet can offer the perfect service tailored uniquely to any particular needs.