

## POSITION DESCRIPTION

Title: Simulator Pilot			
Reports to:	Simulation Team Leader (Tower/Radar)	Direct Reports:	Nil
		Indirect Reports:	Nil
Location:	Christchurch	Date:	March 2018

Airways International Limited (AIL) Training is a unique aviation training product and service provider that has been set up by AIL New Zealand as an autonomous business unit to provide unique, innovative and effective training solutions to air navigation service providers and the wider aviation industry.

### Purpose of the position

The purpose of the Simulation Pilot position is to simulate the role of a pilot in the training of ATC personnel and for airspace and procedures development. Ancillary tasks may include simulator exercise creation, software testing, graphics and technical support.

The position is responsible for:

- Providing a realistic aircraft simulation to enable an effective training environment for ab initio and operational training.
- Providing a realistic aircraft simulation to enable an effective procedure design and testing.
- Assisting with the accurate creation of exercises to meet the training objectives.
- Assisting with the testing of exercises.

This role is subject to training rosters which includes weekend work.

### General

Your general duties include those outlined in this position description and may be reviewed and updated from time to time in consultation with you. You will also be required to undertake any other duties that are within your ability to perform, if asked to do so.

Key Areas Of Accountability	
<b>Sim Piloting</b>	<ul style="list-style-type: none"> <li>• To set up and operate the Simulator Pilot position in a professional competent manner, providing a realistic aircraft simulation to enable:               <ul style="list-style-type: none"> <li>○ Effective training environment for ab initio and operational training.</li> <li>○ Effective procedure design and testing.</li> </ul> </li> <li>• To carry out Sim Pilot duties as delegated by the Sim Team Leader.</li> </ul>
<b>Simulation Development</b>	<ul style="list-style-type: none"> <li>• To assist with the accurate creation of exercises to meet the training objectives.</li> </ul>
<b>Customer Relationships</b>	<ul style="list-style-type: none"> <li>• To develop and maintain excellent relationships with customers.</li> <li>• To network between all customers and to ensure delivery of simulator services meet training compliance and/or customer expectations.</li> </ul>
<b>Quality Control</b>	<ul style="list-style-type: none"> <li>• To assist in the testing of exercises, including timings, script accuracy and training objectives.</li> <li>• To ensure that your workspace is always left in a neat and orderly fashion.</li> </ul>
<b>Learning and Development</b>	<ul style="list-style-type: none"> <li>• To maintain currency on all airfield procedures, RTF phraseologies and aircraft performance criteria through self-briefing.</li> <li>• To attend regular training days.</li> </ul>

	<ul style="list-style-type: none"> <li>To monitor own performance and seek development opportunities to improve on delivery.</li> </ul>
<b>Health and Safety</b>	<ul style="list-style-type: none"> <li>Responsible for proactively demonstrating Airways Safety value - it's at the heart of everything we do.</li> <li>Responsible for operating role in a safe manner and striving for continuous improvement in health &amp; safety throughout the business.</li> <li>Responsible for ensuring Airways security is maintained at all times.</li> <li>Accountable for proactively raising health or safety issues in line with Airways safety management systems and participating in position related health &amp; safety training.</li> </ul>
<b>Travel requirement</b>	<ul style="list-style-type: none"> <li>Work may be required in other locations within NZ to perform the duties of the role.</li> </ul>
<b>Delegations</b>	<ul style="list-style-type: none"> <li>Nil</li> </ul>

Key Relationships/Customers:	
Internal	Nature of the Relationship
GM Training/Manager Training Technologies	Key stakeholders
Simulation Team Leader (Radar or Tower)	Direct Manager
Simulation Team	Colleagues. Work collaboratively and support
Training Staff	Colleagues and suppliers (Total Control)
Students	Engage and support to provide high quality service.
External	Nature of Relationship
Customers	Engage and support to provide high quality service.

Formal Qualifications/Training/Experience:	Required	Desirable
Air Traffic Systems (ATS) or flying experience	✓	
Instrument Flight Rules (IFR) knowledge and/or experience		✓
Experience with Microsoft Office Suite	✓	
Basic computer experience	✓	

Key Competencies/Skills/Knowledge	Required	Desirable
<b>Effective Simulation:</b> Able to use background and experience to simulate real world scenarios, and provide a realistic aviation training environment. Demonstrates understanding of air space requirements, aircraft behaviour, navigational procedures and emergency actions. Has ability to anticipate and understand the requirements of the ATC situation. Able to cope with busy periods and to prioritise during these periods	✓	
<b>Situational Awareness/Problem Identification:</b> Able to effectively interpret commands and instructions and gives the appropriate and correct response. Displays an awareness of the bigger picture during exercises and has confidence to make timely decisions and initiate the correct action with the end goal in mind. Able to improvise if required in line with scenario as situation evolves.	✓	
<b>Procedural Accuracy:</b> High level of computer interaction skills which enables effective aircraft control. Checks data/plans and identifies errors against known procedures. Deals with errors and takes action to ensure they are not repeated. Identifies when the action of aircraft under control are behaving inappropriately and takes corrective action.	✓	

<p><b>Communication:</b> Communicates in a clear, confident and articulate manner. Delivers information accurately without ambiguity or hesitation. Is a good listener and follows written instructions accurately. Good at multi-tasking and able to listen and input instructional data at the same time.</p>	✓	
<p><b>Quality Focused:</b> Proactively raises issues regarding quality. Willing to learn from errors and strives for continuous improvement. Seeks help from relevant experts when required.</p>	✓	
<p><b>Customer &amp; Partnership Focused:</b> Builds long-term, strategic and sustainable relationships with customers /partners. Understands the customer’s business and requirements. Manages expectations and builds respect. Measures performance against customer-based targets and seeks feedback on them. Delivers on promises to customers and personally commits to resolving customer issues. Inspires a customer-centric approach across Airways.</p>	✓	
<p><b>Our Values:</b> Demonstrates the Airways Values consistently and naturally, showing a personal commitment to value Safety, Each Other, Excellence and Success. Consistently exhibits behaviours that inspire understanding of and commitment to these values.</p>	✓	

# WE VALUE

## SAFETY

Taking individual accountability  
Behaving with integrity  
Being safe



## EACH OTHER

Showing respect & recognition  
Being supportive  
Showing trust & understanding



## EXCELLENCE

Having the right attitude  
Being knowledgeable  
Showing professionalism



## SUCCESS

Being customer focused  
Displaying initiative  
Builds the future



Safe, Successful, Sustainable

**AIRWAYS**  
making your world possible