

POSITION DESCRIPTION

TITLE:	TECHNICIAN - COMMUNICATIONS, NAVIGATION & SURVEILLANCE (CNS)
BUSINESS UNIT:	Operations and Maintenance
LOCATION:	Christchurch
VACANCY NO:	NIL
REPORTS TO:	South Island CNS Team Leader
BUSINESS GROUP:	Technology
DIRECT REPORTS:	NIL
Indirect Reports	Nil
DATE:	October 2022

OVERVIEW

Our people manage New Zealand's 30 million square kms of airspace, providing air traffic control, surveillance, communication, flight inspection, mapping and airspace design services. We work with government, regulatory authorities, airlines, airports and the general aviation community to ensure pilots, passengers and goods reach their destination - safely. At Airways, our values underpin all that we do. We value Safety, Each Other, Excellence and Success.

Our organisation is made up of operational business groups that are supported by governance and corporate services functions. To learn more about our people and organisational structure, check out our [website](#).

BUSINESS UNIT PURPOSE

The Technology Group is responsible for the effective delivery, management and servicing of all technology disciplines within the air navigation services environment – engineering design, software design and development, technology architecture and infrastructure, asset management, installation and maintenance, technical training, workload planning, maintenance program development, project management, and logistics support.

PURPOSE OF THE POSITION

The purpose of the CNS Technician position is to work at the Christchurch Technical Centre as part of the Communications, Navigation and Surveillance (CNS) Maintenance Team to maintain the functionality of both airfield and off-airfield operational systems by:

- Performing fault rectification
- Conducting preventative maintenance
- Installing Communications, Navigation and Surveillance / Air Traffic Management systems

The position expects that the role holder will be willing to undertake occasional night and weekend work as necessary, as well as work in a variety of outdoor environmental and weather conditions to ensure the reliability, functionality and safety of the CNS systems.

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	
LEADERSHIP	<ul style="list-style-type: none"> • Sets the standard for professional behaviour and excellent work habits that support a positive, performance-based environment. • Represents Airways professionally and enthusiastically.
MAINTENANCE AND FAULTS	<ul style="list-style-type: none"> • Undertakes fault repair work in a timely and effective manner. • Completes monthly maintenance tasks in a timely and effective manner.
PROJECTS	<ul style="list-style-type: none"> • Assists with installation and project work. • Be prepared to act with initiative • Maintains accurate project documentation and records
QUALITY CONTROL	<ul style="list-style-type: none"> • Ensures that all maintenance and repair work meets the required standards before being released back into operational service. • Prepares the necessary reports and documentation to support all activities assigned. • Ensures that operational and technical procedures are followed in all activities. • Contributes to and complies with team derived protocols and work methods. • Ensures that the relevant operational and technical procedures are followed in all activities involving Airways equipment. • Makes recommendations on the maintenance and improvement of assigned technical systems.
CUSTOMER FOCUS	<ul style="list-style-type: none"> • Strengthens and grows relationships within and outside Airways. • Interacts professionally and provides excellent customer service on behalf of Airways. • Assists in minimising the cost of all activities whilst fulfilling agreed customer requirements. • Demonstrates technical and administrative responsibility for areas assigned to your care. • Carries out delegated duties as assigned by your Team Leader.
SELF DEVELOPMENT	<ul style="list-style-type: none"> • Monitors own performance and seeks development opportunities to improve performance. • Implements agreed development plans within agreed timeframes. • Develops and maintains technical skills and knowledge. • Actively participates in training and development to enhance own knowledge and skills. • Achieves and maintains Technical Competencies in a proactive manner. • Maintains awareness and practices Health and Safety requirements.
HEALTH & SAFETY	<ul style="list-style-type: none"> • Responsible for proactively demonstrating Airways Safety value - it's at the heart of everything we do • Responsible for operating role in a safe manner and striving for continuous improvement in health & safety throughout the business • Responsible for ensuring Airways security is maintained at all times • Accountable for proactively raising health or safety issues in line with Airways safety management systems and participating in position related health & safety training

TRAVEL REQUIREMENT	<ul style="list-style-type: none"> Work may periodically be required in other locations within NZ or overseas to perform the duties of the role.
BUDGET	<ul style="list-style-type: none"> Nil
FINANCIAL DELEGATION	<ul style="list-style-type: none"> Delegated financial authority for Operational Expenditure of \$ 10,000
CONTRACTURAL DELEGATION	<ul style="list-style-type: none"> Nil
LEGISLATIVE OWNER	<ul style="list-style-type: none"> N/A

KEY RELATIONSHIPS/CUSTOMERS:	
INTERNAL	NATURE OF THE RELATIONSHIP
CNS Team Leader	Direct Report
Team members and Regional Maintenance Manager	Work within the team to deliver safe CNS services within Airways
ATC Tower staff	Work collaboratively with and contribute to overall team environment
Technical Coordinators	Work collaboratively with to complete tasks as required
Engineering Staff	Work collaboratively with to deliver key projects
EXTERNAL	NATURE OF RELATIONSHIP
Airport Company Staff	Work collaboratively with
External agencies, contractors, suppliers, and customers	Liaise with as required, deliver key projects

FORMAL QUALIFICATIONS / TRAINING / EXPERIENCE	REQUIRED	DESIRABLE
A formal qualification in Engineering (BE, BEng Tech, Diploma or equivalent) with Electronics and Telecommunications papers. Air Force Avionics or Navy Electronics Technician.	✓	
Experience with and understanding of electronic systems and equipment, networking, computing and RF principles (L6 or above, three or more years full time study).	✓	
Experience with radio systems, air navigational aids, radar and power systems. Personal interest in engineering projects: eg: DIY, electronics, tool use.		✓
Current New Zealand Drivers Licence and good driving ability, to gain an Airport Driving Licence.	✓	
Experience leading small teams (including contractors) on project work, as well as working as a member of a project team.		✓
Experience in buildings and site maintenance work.	✓	

KEY COMPETENCIES / SKILLS / KNOWLEDGE	REQUIRED	DESIRABLE
Efficient user of the MS Office suite of programs (Word, Excel, Teams).	✓	
Good operational and situational awareness.		✓
Able to climb structures with confidence; work at heights and in a variety of weather conditions.	✓	
Self-motivated, able to work with minimal supervision.	✓	
Good written and verbal communication skills.	✓	
Our Values - 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.	✓	
Problem Solving - Seeks out the data required; identifies discrepancies in data and is meticulous in generating hypotheses that incorporate all the symptoms; is tenacious when faced with difficult problems maintaining a systematic and logical approach; appreciates there are always a number of solutions to problems and can think laterally to identify these.	✓	
Quality Focused - Thoroughly checks own work against standards, designs or specifications; tests in detail all functionality before releasing systems; uses knowledge of the whole system to test all potential impacts and to verify final outcome; designs or uses tests which check changes made.	✓	

<p>Customer & Partnership Focused - Builds long-term, strategic and sustainable relationships with customers/partners; understands the customer’s business and requirements; manages expectations and builds respect rather than seeking to be liked; measures performance against customer-based targets; delivers on promises to customers and personally commits to resolving customer issues; inspires a customer-centric approach across Airways.</p>	<p>✓</p>	
<p>Commercial Acumen - Drives the commercial success of Airways by creating value, managing costs and/or defining sustainable profit-driven prices; proactively researches trends, competitors, customer requirements, opportunities; ensures internal customers are aware of costs; champions Airways as a thriving, successful and profitable business.</p>		<p>✓</p>
<p>Planned & Organised - Develops realistic plans to ensure deadlines are met; ensures all resources available to implement the plan; continually reprioritises as new work comes in, based on criteria and information from the customer; works on a number of jobs simultaneously without any reduction in output.</p>	<p>✓</p>	
<p>Dealing with Pressure - Copes with complex problems calmly; maintains a good rapport with people in stressful situations; handles issues and problems as they arise; is calm even under difficult circumstances; takes time to think problems through.</p>	<p>✓</p>	
<p>Communication - Communicates openly and honestly, explaining reasons in a prompt and timely way that people understand and find relevant to their position; is clear and concise, seeking to be understood; anticipates needs of audience and adapts style and communication methods using face to face for difficult issues; listens and seeks to understand others points of view, understands body language; is relentless on what is important, demonstrating enthusiasm and conviction.</p>	<p>✓</p>	

AIRWAYS

OUR VALUES

Who we are

SAFETY



TAKE INDIVIDUAL ACCOUNTABILITY
Accept individual responsibility and use sound judgement for own actions and in contributing to the overall outcome.

BEHAVE WITH INTEGRITY
Commit to a Just Culture and take pride in being ethical, fair, proactive and honest.

BE SAFE
Create a safe environment by working together, and contribute to continuous improvement.

EACH OTHER



BE ONE TEAM
Value and support the team, working collaboratively within and across our business.

SHOW RESPECT AND RECOGNITION
Openly recognise, appreciate progress or effort made while respecting others.

BUILD TRUST & UNDERSTANDING
Appreciate the role of other people and their ideas. Act inclusively and value diversity. Earn trust, accept differences and get on with others.

EXCELLENCE



GET STUFF DONE
Achieve by prioritising, planning and resourcing collaboratively. Focus on the big picture strategy and vision.

BE KNOWLEDGEABLE
Acknowledge others expertise and strengths. Be willing to learn. Have fun, be enthusiastic and passionate. Apply effort and thinking to new ideas and go the extra mile.

SHOW PROFESSIONALISM
Use simple and authentic communication with a high level of personal and professional integrity.

SUCCESS



BE CUSTOMER FOCUSED
Bring the voice of our customer into conversations and decisions in order to provide high value services, solutions and products.

DISPLAY INITIATIVE
Actively seek opportunities to lead innovation and positive change for our industry.

BUILD THE FUTURE
Take pride in making decisions to deliver growth and achieve the best possible result.