

Position Description

Title	Air Traffic Controller – Approach Control Surveillance
Service Delivery	
Locations:	Christchurch
Reports to:	Sector Team Leader
Direct Reports:	Nil
Indirect Reports:	Nil
Date:	December 2023

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 in all that we do.

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 www.airways.co.nz/about.

Business Unit Purpose

To ensure the safe, customer focussed efficient and cost effective delivery of Air Navigation Services throughout New Zealand's Flight Information Region.

Purpose of the Position

To provide safe and efficient Approach Control Surveillance services to Airways customers. To enhance the productivity and job satisfaction of all members of the team, and the Air Traffic Services operation as a whole, by contributing positively to the ongoing development of procedures, systems, and work practices.

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.

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Key Areas of Accountabili	ty
Responsibilities	 Rostered duties as an Approach Control Surveillance controller on the relevant Sector. Operating in accordance with the appropriate directives for controllers specified in the Manual of Air Traffic Services, and within the rules and instructions specified in the Regional ANS Management System. Contributing to team development by performing operationally related tasks as assigned from time to time.
Self-Development	 Monitors own performance and seeks development opportunities to improve performance. Implements agreed development plans within agreed timeframes.
Health & Safety	 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	 Work may be required in other locations within NZ/internationally to perform the duties of the role.
Budget	 Responsible for managing a budget of \$ Nil
Financial Delegation	 Delegated financial authority for Capital Expenditure of \$ Nil Delegated financial authority for Operational Expenditure of \$ Nil
Contractual Delegation	Signing Authority to a limit of \$ NIL
Legislative Owner	► NIL

Key Relationships / Customers Nature of Relationship	
Internal	
Other Controllers	Day-to-day operations and coordination



Airways Technicians	Reporting faults, approving and facilitating maintenance.
External	
Pilots	Provision of an ATC service
Airport Company Staff	Emergency notification, day-to-day liaison of airfield operations etc

Formal Qualifications / Training / Experience	Required	Desirable
Approach Control Surveillance Rating	✓	
Approach Control Procedural Rating (sector specific – if required)	✓	
The flexibility to cope with the diversity of traffic in this busy airspace	✓	
Demonstrated a willingness to add value to the team	✓	

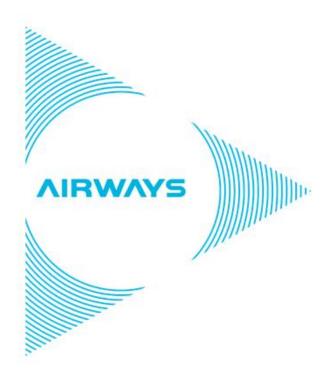
Key Competencies / Skills / Knowledge	Required	Desirable
Competent user of MS Office		✓
Our Values - Demonstrates the Airways Values consistently and naturally, showing a personal commitment to value Safety, Each Other, Excellence and Success; consistently exhibits behaviours that inspire understanding of and commitment to these values. <keep all="" for="" roles=""></keep>	✓	
Accountable - Decisions and is accountable; consults with people; accesses information and analyses facts from a broad viewpoint; balances the needs of stakeholder triangle; has confidence in decisions; identifies core principles, and applies them consistently to decisions.	✓	
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.	✓	

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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.		
Enthuses & Inspires - Is enthusiastic about what they do; is		
driven and has energy and is prepared to do more; 'gets		
boots dirty and rolls up sleeves'; sets the scene by painting		
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the whole picture, gives goals and is genuinely interested in	✓	
	✓	
the whole picture, gives goals and is genuinely interested in	✓	
the whole picture, gives goals and is genuinely interested in how things are going by keeping people posted on	√	

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Our values underpin everything we do





We are safe

Safety is at the forefront of everything we do. We are committed to the safety of our people, operations and the communities we serve.



We strive for excellence

We deliver our best work each and every day, and look for ways to continue to improve what we do



We are One Airways

We all have our own areas of expertise and by working together, collaborating and sharing knowledge, we achieve our aspiration



We celebrate success

We recognise our people's achievements, big and small, and celebrate our successes