Position Description

Title	ANS Requirements Specialist - Oceanic
Air Traffic Services Development - ATSD	
Locations:	Auckland
Reports to:	Oceanic Systems Team Leader
Direct Reports:	N/A
Indirect Reports:	N/A
Date:	September 2025

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, One Airways, 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

The Technology business unit is responsible for the effective delivery, management and services 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.

The Air Traffic Services Development unit provides safe and reliable Air Traffic Management systems to our Service Delivery group. ATSD provides enhancement and problem fixing capability as well as operational support and adaptation.

Purpose of the Position

As a key member of the Oceanic Systems Team, you will support the Oceanic Systems Team Leader in the development and enhancement of the Oceanic ATS Operational Systems.

Your role will focus on improving service delivery by adapting to evolving customer and staff needs through the following responsibilities:

AIRWAYS

- **Testing and quality assurance:** Conduct testing activities in alignment with Airway's testing framework, ensuring requirements are met and that systems are fit for purpose.
- **Team support and collaboration:** Assist the Oceanic Systems Team, under the Team Leader's direction, fostering teamwork and knowledge sharing.

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	
Testing	▶ Develop a deep understanding of the Oceanic Control System, including its integrations and interactions with the broader Airways technology ecosystem.
	▶ Conduct test activities in line with the Airways Technology Information and Testing frameworks.
	▶ Design and implement effective test strategies and test plans that mitigate quality risks through testing.
	▶ Analyse test bases, design and implement re-usable and prioritised test suites and ensure adequate coverage for functional and non-functional requirements.
	▶ Execute tests and accurately record test results, log issues, and ensure timely resolution while maintaining clear and accurate documentation.
	▶ Demonstrate end-to-end traceability between requirements, test cases, test results, issues and residual risks.
	▶ Support a model that enables timely and accurate reporting of test status, both pre and post deployment.
	▶ Clearly convey test outcomes, findings, risks to Managers and relevant stakeholders to support informed decision-making.
	▶ Drive proactive management of testing risks within Airways' Risk Evaluation Framework.
	▶ Support audits and regulatory compliance by providing evidence through testing.
	▶ Review and provide feedback on team deliverables to maintain quality standards.
	▶ Work closely and collaboratively with the Oceanic Software Team to meet the testing objectives.
	▶ Contribute and support the improvement of Airways test framework.
System Delivery and Support	▶ Provides guidance in problem solving activities, bringing commercial and deadline concerns into the mix, and maintains a hands-on approach.

	▶ Takes necessary support in times of emergency or unscheduled events, regardless of when they occur. ▶ Supports the monitoring of software development and service delivery performance and identifying improvements and help with actions as required. ▶ Acts as a point of escalation and drives a culture that focuses on exceeding customer expectations in resolving software issues, faults, and queries.
Project Management	▶ Support project management and related Airways activities. ▶ Assist projects with the creation of project estimates, schedules, and work breakdown structures.
Quality and Continuous Improvement	▶ Updates/develop applicable technical, training and user manuals. ▶ Prepares the necessary reports and documentation to support all activities. ▶ Manages Redmine, inputting data, classifying information, and allocating priorities. ▶ Supports the monitoring of the OCS, identifies and replicates software defects to determine subsequent action taken. ▶ Monitors FANS1A environment and identify issues requiring action. ▶ Ensures that the relevant operational and technical procedures are followed. ▶ Makes recommendations on systems improvement.
Customer Focus	▶ Works closely with the Oceanic Systems Team to maintain excellent relationships with customers. ▶ 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.
Governance	▶ Complies with the provisions of all legislation and governance requirements, including financial delegations. ▶ Maintains familiarity with relevant technology and regulations. ▶ Demonstrates technical, leadership and administrative responsibility for people, tasks and areas assigned to your care.
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.

AIRWAYS

	▶ 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 an opex budget of $NIL.
Financial Delegation	▶ Delegated financial authority for capex business cases $NIL. ▶ Delegated financial authority for transactional expenditure of $NIL.
Contractual Delegation	▶ Signing Authority to a limit of $NIL. ▶ Please refer to Delegated Financial Authority Policy for further information.
Legislative Owner	▶ NIL.
Safety Sensitive	▶ YES.

| Key Relationships / Customers	Nature of Relationship
Internal	
Oceanic Systems Team Leader	Reports to
Oceanic Systems Team	Work collaboratively with the team to deliver safe software services within Airways.
Oceanic Systems Software Team	Act as key contact and collaboratively to ensure changes are effectively resolved.
Senior Test Specialist	Work collaboratively to perform responsibilities within the test framework and contribute to its continuous improvement.
Other Oceanic Managers and wider Airways team	Work collaboratively with and contribute to overall team environment.
External	
External contractors and suppliers	Liaise with as required.

AIRWAYS

Formal Qualifications / Training / Experience	Required	Desirable
Relevant tertiary qualification in business or relevant field.	✓	
10 years + in a business environment with strong requirements development and testing experience.	✓	
ISTQB Foundations certified.	✓	
Evidence of organisational skills.	✓	
Has previously conducted training in a simulated environment.		✓
Recent aviation experience/knowledge.		✓
Excellent computer literacy with proficiency in Office 365.	✓	
Experience with requirements, test, and defect management toolsets.		✓
Good working knowledge of OCS and Oceanic Procedures and/or willingness to be trained in this area.		✓

Key Competencies / Skills / Knowledge	Required	Desirable
Understanding of regulatory environment – New Zealand & International.		✓
Project Management.		✓
Self-motivated, able to work with minimal supervision and to tight deadlines.	✓	
Good and verbal communication skills.	✓	
Risk assessment and financial awareness.		✓
Our Values - Demonstrates the Airways Values consistently and naturally, showing a personal commitment to value Safety, One Airways, Excellence and Success; consistently exhibits behaviours that inspire understanding of and commitment to these values.	✓	
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.		
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.	✓	
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 checks changes made.	✓	
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 dropping off.	✓	
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.	✓	
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 thinks laterally to identify these.	✓	
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 the whole picture, gives goals and is genuinely interested in how things are going by keeping people posted on performance; is calm in the face of negativity and doesn't back off.	✓	

AIRWAYS

Key Behaviours – Leading Self			Required
Put Our People First	Lead and Engage Authentically	**Coaches and develops others:** Helps others in day-to-day tasks and promotes a One Airways approach by sharing knowledge with others **Fosters trust, safety, and inclusion**: Treats others with respect and values diverse perspectives **Celebrates the success and achievements of others**: Congratulates peers on their success	✓
Serve all Airspace users	Safety Focused Thinking	**Operates with a safety-led mindset:** Takes personal accountability for the safety of themselves and those around them, and proposes new ideas to improve safety **Applies a customer-centric lens:** Understands the needs of relevant customers and stakeholders	✓
Unlock Future Growth	Innovation & Results Driven	**Focuses on growth, financial performance, and drives innovation:** Focuses on growth and financial impacts and looks for innovative solutions **Considers future needs when making decisions:** Understands future objectives and needs **Strives for excellence in performance:** Completes day to day tasks at a high quality	✓
Support Sustainable Aviation	Sustainability Champion	**Promotes sustainability and champions sustainable practices:** Champions Airways commitment to sustainability **Embeds and improves sustainable practices:** Adopts sustainable practices and proposes ideas for incorporating sustainability into existing processes	✓

AIRWAYS

Our values underpin everything we do
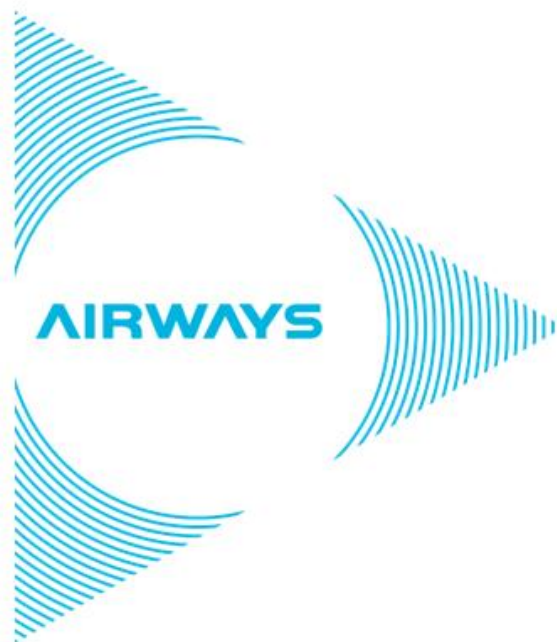
We are safe

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