

JOB IDENTIFICATION

Job Title : CNS Manager

Department: Electronics

Written By: Head of Operations

Title of Immediate Supervisor / Manager: HOO

No. of Direct Reports: 1

JOB PURPOSE

The position requires total responsibility and decision making for maintaining the ATC electronic systems in an operational status and standards stipulated by ICAO and GCAA.

Project management and overseeing integration, interfacing, installation, implementation, commissioning and operational handovers of projects.

Ensuring continuous updating of procedures, staff certification, staff currency checks, training, department administration, budget, reports, job cards, assets, licenses, ISO/IMS documents, safety and emergency issues.

Liaise with GCAA about operational status, trends, procedures, upgrades and equipment grading.

(Time management/priority between departments)

Support the Engineering Department's Health and Safety policies and procedures, and ensure all manuals are controlled and managed efficiently.

RESPONSIBILITIES AND DUTIES

Manage and develop the relevant Engineering sections and personnel to ensure its strategic development and continually strive to improve the performance of the department

Review and update CNS exposition to incorporate any amendments relevant to the department

Initiate and complete the CAAP 25 and CAAP 59 (if applicable) application process of GCAA for addition or enhancement of the CNS equipment

Develop MOC (Management of Change) document for the changes associated with equipment, infrastructure or facility of CNS department

Responsible for GCAA e-services activities

Review and authorize the department's training and competency manual and training modules

Incorporate the airport's SMS in CNS policies and procedures

Maintain the department SLA (Service Level Agreement) with ATS

Review and maintain KPI (Key Performance Indicator) of the department

Ensure CNS procedures manual is current and make amendments where necessary

Perform audit correspondence for following audits

- CNS
- ATS
- Aerodrome
- Meteorological
- And any third party

Review and maintain SPI (Safety Performance Indicator) of the department

Organize engineering meetings within the department and with external departments for liaison and performance evaluation

Incorporate the airport's QMS in CNS policies and procedures

Attend GCAA workgroups related to CNS activities

Raise CNS ROSI for equipment outage, malfunction or degradation

Manage and oversee the projects of CNS department

Coordinate with TRA for frequency regulations and frequency/radio licenses

CNS e-services to be reviewed and updated as and when required

Review and provide feedback to GCAA for CNS related regulatory amendments (NPA)

Responsible for issuing CNS ROSI List

JOB RELATED COMPETENCIES&SPECIFICATIONS SECTION

Knowledge, Skills and Competencies:

Extensive knowledge in managing the departmental operations, including communication, navigation, surveillance and data processing

UAE driver's license is required.

Excellent computer skills are required.

Electronic engineering management skills are required.

Navigational ground systems training and skills are required.

Attention to detail and quality

Problem solving and decision making

Situational awareness

Influence and negotiation

Continuous learning

Electronic engineering certification and competency are required.

This position requires in depth knowledge of electronics theory and practice to a level proportionate with the position. In depth technical knowledge of data processing, PC hardware technology, software applications, computer networking, primary and secondary radar, air traffic radar display systems, data communication systems, automation and aeronautical VHF/UHF and communication systems.

Excellent knowledge of ICAO annex 10 SARPs and GCAA CARs.

Excellent analytical skills in assembling facts and reaching sound conclusions to delegate and/or report.

Ability to provide specialist/technical advice on short notice in response to critical ATC/navigational events.

Excellent communication and interpersonal skills in order to explain and interpret regulations both orally and in writing.

CNS/ATM equipment in-depth knowledge

Complete supervision & control over CNS/ATM systems operation

Educational Profile and Experience:

Internationally recognized university degree in electronic engineering and/or a higher diploma in electronic engineering (3 years of study) or similar.

Minimum 4 years' experience in Navigational AIDS, radar display systems, communication systems, V/UHF transceivers and operational aviation systems

Physical Demands:

Medically fit

Color vision

Positive attitude towards others and with work environment

Work Environment:

Supervise, manage and control the electronic engineering department to maintain operational status of all navigational equipment according to the federal and international laws stipulated by the International Civil Aviation Organization and dictated by GCAA for ATC usage in order to maintain airspace safety and regulations

HR USE

Job Code:

Grade:

Pay Range:

Approved by:

HR :

Finance:

CEO :