

POSITION: MAINTENANCE MANAGER STATUS: FULL- TIME REFERENCE #: M504127 LOCATION: YELLOWKNIFE DEPARTMENT: MAINTENANCE & ENGINEERING	LEVEL: NON-BARGAINING REPORTING TO: SENIOR MANAGER, MAINTENANCE OPERATIONS WEST DATE AVAILABLE: IMMEDIATELY CLOSING DATE: JUNE 12, 2022 COMPANY: BRADLEY AIR SERVICES LIMITED
Canadian North is an equal opportunity employer. Members of designated groups (Inuit, First Nations, Métis, Women, Visible Minorities, and People with Disabilities) are encouraged to apply and self-identify.	

Interested candidates may submit their resumes to recruit@canadiannorth.com. Please include the reference number and position in the subject line. We thank all applicants for their interest, however, only candidates selected for interviews will be contacted.

DUTIES AND RESPONSIBILITIES:

Must be able to perform, but not be limited to, the following duties and responsibilities:

- Monitors operations on a regular basis as it pertains to aircraft maintenance services;
- Handles labour relations issues pertaining to discipline;
- Performs the duties of an ACA holder as required, initiates and maintains open communications other Company departments that have a direct impact on line maintenance operations;
- Responsible to the Senior Director, Corporate Quality Assurance when performing Quality Control functions;
- Schedules based on manpower requirements, and liaises with Maintenance Control to ensure the timely completion of periodic inspections, reconfigurations, repairs and modifications;
- Reports to and enacts policies as required by the Director, Maintenance Operations & Heavy Checks;
- Responsible for the servicing inspection repair and modification of all aircraft at the base;
- Assigns Supervisors, ACA holders and Technicians to their various tasks;
- Supervises and guides the personnel under his/her jurisdiction in order that they carry out their duties in a safe and efficient and economical manner;
- Responsible for the care and control of company owned publications, tools and equipment by monitoring that publications, tools and equipment are returned after use or when borrowed;
- Ensures that publications are amended as required and that the amendment acknowledgement form is returned to library;
- Maintains communications with other Maintenance Managers and /or Base Engineers to coordinate the use of common spares and tooling;
- Responsible for facility housekeeping by ensuring that the hangar and storage areas (interior and exterior) are maintained in a neat, clean and orderly fashion;
- Assists in the preparation of required expense and capital budgets and account for deviations from the budget;
- Other duties as assigned.

SKILLS AND QUALIFICATIONS:

Include, but not limited to, the following minimum skills and qualifications:

- Completion of 2 year AME post-secondary course required.
- Four (4) years experience as an AME;
- Excellent organizational and leadership skills;
- Previous experience on a Boeing 737 series aircraft preferred;
- Minimum of two (2) years previous supervisory experience required;
- Excellent communication, interpersonal, and problem-solving skills;
- Possesses a solid understanding of the business and customer environment;
- Computer literate with a working knowledge of MS word, MS Excel and email;
- Ability to communicate in Inuktitut a definite asset;
- Ability to obtain and retain an Airport Restricted Area Identity Card in accordance with the Airport Restricted Area Access Clearance Program regulated by Transport Canada.