

## Somali Civil Aviation Authority (SCAA)

### TOR for Airworthiness and Aircraft Registration Inspector (OPAS)

#### POSITION INFORMATION

|            |  |                   |                                 |
|------------|--|-------------------|---------------------------------|
| JOB TITLE  | Civil Aviation Safety Inspector (CASI) – Airworthiness and Aircraft Registration | GOVERNMENT AGENCY | Somali Civil Aviation Authority |
| JOB GROUP  | Aviation Regulation and Oversight  | DUTY STATION      | Mogadishu, Somalia              |
| DEPARTMENT | Aviation Safety Department   | BRANCH:           | Aircraft                        |
| REPORTS TO | Aviation Safety Director   | DURATION          | 12 Months                       |

#### ORGANIZATIONAL SETTING

The Civil Aviation Safety Inspector (CASI) - Airworthiness and Aircraft Registration is one of several positions within the Aircraft Branch of the Aviation Safety Department within the Aviation Regulation and Oversight Group of the Somalia Civil Aviation Authority.

The mandate of the Aviation Safety Department is to develop, implement and improve an aviation safety regulatory and oversight program for Somalia.

The incumbent reports directly to the Manager, Aircraft. He or she interacts directly with commercial operators, aviation maintenance personnel and organizations, SCAA colleagues from both within and outside the Branch, as well as other aviation stakeholders.

The incumbent is responsible for the oversight of the airworthiness of aircraft, the certification/licensing of the registration of aircraft and the management of the Somali Civil Aircraft Register.

***Specific functions include:***

**Function 1 – Rulemaking:**

- 1.1 Contributes to the development, maintenance and enhancement of the regulatory and oversight programs, policies, processes, procedures and practices germane to aircraft airworthiness and registration;
- 1.2 Develops guidance material for use by industry to foster compliance with the regulatory requirements;
- 1.3 Develops communications products (Aviation Bulletins or Circulars, etc.) as appropriate, to inform the aviation community of regulatory, compliance and safety issues;
- 1.4 Educates the community on the regulatory requirements either informally by email or social media, or through the delivery of formal information sessions, workshops and/or briefings; and
- 1.5 Participates in stakeholder consultations.

**Function 2 - Licensing, Certification, Authorization and Approval/Acceptance of Individuals and Organizations and Maintenance Certification of Air Operators**

- 2.1 Assesses conformance of documentary submissions against regulatory requirements for the issuance, maintenance or amendment of aviation documents;
- 2.2 Assesses conformance of documentary submissions against regulatory requirements for the issuance, maintenance or amendment of company manuals, or the issuance or amendments of operational authorizations, as required;
- 2.3 Assesses and approves MEL and specific approvals for special operations authorizations (e.g. extended diversion time operations (EDTO), low visibility operations (e.g. CAT II/III) - in coordination with commercial operations CASIs);
- 2.4 Assesses and approves aircraft maintenance program;

- 2.5 Issues initial and renewal certificates of airworthiness;
- 2.6 Supports aircraft export/import and registration;
- 2.7 Approves modifications and repairs, either based on a supplemental type certificate or involving minor repairs;
- 2.8 Assesses applicants for an aircraft maintenance (technician/engineer/mechanic) licenses or ratings in support of personnel licensing operations;
- 2.9 Verifies the credentials and qualifications of aviation maintenance personnel either as part of a regulatory inspection or audit, or in support of personnel licensing operations requirements; and
- 2.10 Conducts tests, proficiency checks or direct supervision of aviation maintenance personnel engaged in the provision of aviation maintenance services
- 2.11 Conduct maintenance certification of air operations.

### Function 3 - Surveillance:

- 3.1 Monitors the aviation environment by reviewing incident, accident or other safety-related reports, conducting regulatory inspections and audits;
- 3.2 Conducts inspections and audits of aircraft, aircraft maintenance programs, maintenance training organizations and programs and maintenance personnel;
- 3.3 Detains aircraft, suspends aviation documents or arranges for the grounding of aircraft for cause; and
- 3.4 Recommends and/or supports enforcement action.

### Function 4 - Resolution of Safety Issues:

- 4.1 Accepts corrective action plans for the redress of findings from audits and inspections and conducts follow-up activities as required; and
- 4.2 Attends regulatory tribunals to give evidence or to provide subject matter expertise when required.

### Function 5 - Manages Aircraft Registration:

- 5.1 Develops and manages the Somali Civil Aircraft Register;
- 5.2 Assesses applications for aircraft registration or the de-registration of Somali aircraft against established standards and criteria;
- 5.3 Issues or withholds the issuance, as the case may be, of a Certificate of Registration;
- 5.4 Confers with other CASIs , as required;
- 5.5 Provides advice and guidance on matters related to aircraft registration or de-registration;
- 5.6 Prepares and disseminates information on aircraft registration process in aeronautical information products; and
- 5.7 Prepares reports and other documents in accordance with established policies and procedures.

#### Function 6 - General:

- 6.1 Provides guidance, support or advice to other sections of the Civil Aviation Authority or other Government Agencies, as required;
- 6.2 Contributes to the improvement of programs, processes, policies and procedures;
- 6.3 Prepares and /or amends manuals, reports, memoranda and other documents;
- 6.4 Trains other inspectors, as required;
- 6.5 Responsible for the judicious and proper use organization-issued credits cards or funds issued to the incumbent;
- 6.6 Responsible for the proper use and care of any computers, physical tools, security systems, equipment including vehicles and files issued by the SCAA in the performance of the incumbent's work;
- 6.7 May be requested to act on behalf of the Manager - Aircraft; and
- 6.8 Performs other duties as assigned by the Manager – Aircraft.

#### Summary of Expected Outcomes

The delivery of a robust regulatory program to achieve compliance and an up-to-date Somali Civil

Aircraft Register and matters related to airworthiness which includes the following deliverables: -

- Developed up-to-date Civil aviation safety regulations in the areas of Aircraft registration & Airworthiness,
- Developed Civil aviation safety inspector guidance materials in the area of Airworthiness and aircraft registration including inspector handbooks (Airworthiness and aircraft registration Inspection Manual)
- Developed Industry guidance material (advisory circulars) that outline method of compliance with the requirements of the regulations
- Certification, Authorization and Approval documents related to airworthiness and aircraft registration
- Audit and /or inspection reports/documents
- Reports/ documents on Resolution of Safety Issues
- Report on the on-the-job training provided to SCAA Airworthiness and aircraft registration Inspectors
- developed on bilateral/ multilateral aeronautical agreements (MOU), as required

## COMPETENCIES

- Leadership and Management – Senior Inspector/Officer Level
  - Uphold integrity and respect
  - Collaborate with partners and stakeholders
  - Promote innovation and change
  - Achieve results
- Technical Skills
  - Systems thinking
  - Risk management
- Personal Conduct
  - Integrity

- Openness
- Fairness
- Respect
- Initiative
- Self-improvement
- Functional
  - Analytical thinking
  - Critical thinking
  - Problem-solving
  - Decision making
  - Communication
  - Planning and organizing
  - Teamwork
  - Office technologies
- Process
  - Organization assessment and approval
  - Assessment, inspections and audits
  - Enforcement
  - Personnel licensing
  - Technical procedures
  - Data gathering and analysis

## QUALIFICATIONS AND EXPERIENCE

Essential:

- A high school diploma; or
- An acceptable combination of training and experience in a field relevant to the position.

Desirable:

- A degree from a recognized post-secondary institution;

## ***Professional Experience:***

### Essential:

- Experience involving the maintenance and repair of airframes, power plants, and/or systems of multi-engine aircraft of more than 12,500 pounds maximum certificated takeoff weight maintained under an airworthiness maintenance and inspection program; or
- Aircraft maintenance experience in a repair station; air carrier or airline repair facility; military repair facility; or local, state, or Federal governmental agency; or
- Experience involving the maintenance and repair of airframes, power plants, and aircraft systems with responsibility for certifying airworthiness; and
- Aircraft maintenance work experience within the last 3 years;
- Five (5) years of experience as an aviation technician.

### Desirable:

- Experience on medium-size jet aircraft such as CRJ, B737, A320; or
- Experience on multi-engine helicopters.

## **Licenses, Endorsements and Ratings:**

### Essential:

- Holds or has held an Aviation Maintenance Technician's License rated for airframes, power plants and/or avionics.

## ***Specialty Knowledge and Skills:***

- Knowledge of aircraft maintenance standards including:
  - aircraft maintenance program development, approval and control, including applicable reliability programs;
  - approval of modifications and repairs;
  - maintenance release;

- applicability of airworthiness directives and operational directives with a continuing airworthiness impact;
  - correction or deferment of defects;
  - coordination of scheduled maintenance, the application of airworthiness directives, the replacement of life-limited parts and the inspection of components;
  - management of continuing airworthiness records;
  - mass and balance statement management;
  - airworthiness requirements of relevant parts of operations specifications; and
  - knowledge of quality and safety management systems.
- 
- Knowledge of current and emerging issues, trends and challenges relating to civil aviation safety and the aviation industry.

***Languages:***

A good command of oral and written English.

## **How To Apply**

Interested applicants are requested to submit their detailed credential including CV, academic and professional certificates, and Cover Letter through the following email address: [hr@scaa.gov.so](mailto:hr@scaa.gov.so) with the subject line indicating application for the Civil Aviation Safety Inspector (CASI) – Airworthiness and Aircraft Registration. The deadline for receiving applications is August 21, 2023. Applications received after the deadline will not be considered.