

**Somali Civil Aviation Authority (SCAA)  
TOR for Flight Operation Inspector (OPAS)**

**POSITION INFORMATION**

JOB TITLE	Civil Aviation Safety Inspector – Flight Operation (OPS)	GOVERNMENT AGENCY	Somali Civil Aviation Authority
JOB GROUP	Aviation Regulation and Oversight	DUTY STATION	Mogadishu, Somalia
DEPARTMENT	Aviation Safety Department	BRANCH:	Flight Operation (OPS)
REPORTS TO	Director - Aviation Safety Department	Duration	6 months

**ORGANIZATIONAL SETTING**

The Civil Aviation Safety Inspector (CASI) -Flight Operations is one of the several positions within the Aviation Safety Department under 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 Director - Aviation Safety Department. He or she interacts with commercial and general aviation operators, aviation maintenance and training personnel and organizations, SCAA colleagues from both within and outside the departments as well as other aviation stakeholders.

**GENERAL DUTIES AND RESPONSIBILITIES**

The incumbent is responsible to verify, primarily through inspections and audits, that aviation licenses, certificates, authorizations, or approval holders continue to meet the established requirements and functions at the level of competency and safety required by Somalia.

***Specific functions include:***

**Function 1 – Rulemaking:**

1.1 Contributes to the development, maintenance and enhancement of regulations related to aircraft operations which include commercial and general aviation operations in particular by identifying issues and opportunities for improvement.

- 1.2 Develops guidance materials for use by industry to foster compliance with the regulatory requirements.
- 1.3 Develops safety inspector guidance materials in the area of flight operations including inspector manuals,
- 1.4 Develops communications products (Aviation Bulletins or Circulars, etc.) as appropriate, to inform the aviation community of regulatory, compliance and safety issues.
- 1.5 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
- 1.6 Participates in stakeholder consultations.

## **Function 2 - Licensing, Certification, Authorization and Approval/Acceptance of Individuals and Organizations**

- 2.1 Verifies the credentials and qualifications of personnel for positions related to a commercial operation such as operational managers, the chief pilot(s), check pilots, and training personnel.
- 2.2 Approves /accepts the commercial operations' personnel for the above positions.
- 2.3 Verifies conformance of documentary submissions against regulatory requirements for the issuance, maintenance or amendment of company manuals, or the issuance or amendments of operational authorization, as required.
- 2.4 Verifies the credentials and qualifications of dispatch, flight deck and cabin personnel as part of a regulatory inspection or audit, or in support of personnel licensing requirements and/or personnel licensing functions.
- 2.5 Conducts tests, proficiency checks or direct supervision of flight deck and cabin personnel involved in commercial operations or in support of personnel licensing functions.
- 2.6 Issues an initial or an amended Air Operator Certificate or operational authorization, as appropriate.
- 2.7 Prepares and issues exemptions, as required.
- 2.8 Approves MEL and specific approvals for special operations authorizations (e.g., EDTO, CAT II/III - in coordination with airworthiness CASIs);
- 2.9 Approves flight simulation training devices.
- 2.10 Assesses applicants for flight crew licenses or ratings in coordination with Personnel Licensing (PEL);
- 2.11 Assesses and accepts flight operations officer/flight dispatcher training program.
- 2.12 Assesses and approves an operators' cabin emergency equipment and procedures.
- 2.13 Assesses and approves cabin crew safety training programs, including procedures, facilities, and equipment.

- 2.14 Assessment of applicants for a flight operations officer/flight dispatcher license or qualification
- 2.15 Assesses an operator's manuals regarding the transportation of dangerous goods.
- 2.16 Assesses dangerous goods training programs for operators and other entities involved in the transport of dangerous goods by air.
- 2.17 Verifies the credentials and qualifications of flight deck and cabin personnel if applicable.
- 2.18 Conducts tests, and proficiency checks, as required.

### **Function 3 - Surveillance:**

- 3.1 Inspects/audits commercial operators.
- 3.2 Inspects/audits training organizations.
- 3.3 Inspects/audits flight crew training programs.
- 3.4 Inspect/audits cabin crew training programs.
- 3.5 Conducts en-route inspection of cabin safety operations.
- 3.6 Monitors the aircraft operations environment by reviewing incident, accident or other safety-related reports.
- 3.7 Oversees commercial air operators' flight operations, including in-flight inspections.
- 3.8 Inspects general aviation operations.
- 3.9 Inspects/audits flight operations officer/flight dispatcher training programs; and
- 3.10 Detains aircraft, suspends aviation documents or arranges for the grounding of aircraft for Cause as per the enforcement policy.

### **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.
- 4.2 Recommends and/or supports enforcement action; and
- 4.3 Attends regulatory tribunals to give evidence or to provide subject matter expertise when required.

### **Function 5 - General:**

- 5.1 Provides guidance, support, or advice to other sections of the Civil Aviation Authority or other Government Agencies, as required.
- 5.2 Contributes to the improvement of programs, processes, policies, and procedures.

5.4 Prepares and /or amends SCAA manuals, reports, memoranda, and other documents .

5.4 Trains other inspectors,

5.5 Implementation of USOAP CMA Online Framework

5.6 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.

5.7 Performs other related duties as assigned.

## **Summary of Expected Outcomes**

The delivery of a robust regulatory and oversight program to achieve compliance and an up-to-date Somali Civil aviation matter related to flight operations. The expected deliverables include: -

- Developed/reviewed and/or amended Civil aviation safety regulations in the areas of flight operations.
- Developed/reviewed and/or amended Civil aviation safety inspector guidance materials in the area of flight operations including inspector manuals, checklists etc.
- Developed/reviewed and/or amended industry guidance materials (advisory circulars) that outline methods of compliance with the requirements of the flight operation regulation.
- Certification, Authorization and Approval related to flight operations, including Issuance of AOC, document approval, authorizations of special operation etc.
- Reports on Audit and /or inspection functions.
- Reports on Resolution of Safety Issues
- Report on the on-the-job training provided to SCAA flight operation inspectors with certification that indicates the OJT trainees have successfully completed their OJT and obtain additional skills required for effectively performing safety oversight activities in OPS areas.
- Effective USOAP CMA Online Framework Implemented
- Developed on bilateral/ multilateral aeronautical agreements (MOU), as required
- Other related deliverables, as applicable

## **COMPTENCIES**

- 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

## QUALIFICATIONS AND EXPERIENCE

### ***Education:***

Essential:

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

Desirable:

- Degree from a recognized post-secondary institution.

### ***Professional Experience:***

Essential:

- One (1) year of pilot experience in multi-engine fixed wing aircraft of more than 12,500 pounds maximum certificated takeoff weight, or
- One (1) year of pilot experience in multi-engine helicopter.

- Has 1,500 hours flying experience as pilot-in-command of an aircraft other than a RPAS.
- No regulatory violations in the last 5 years.
- No chemical dependencies or drug abuse that could interfere with job performance
- At least five years' experience in a Civil Aviation Authority as OPS inspector, preferable at a management position.

Desirable:

- Experience on turbojet aircraft such as RJ, B737, A320 or larger.
- Experience in the provision of flight training and checking.
- Experience in the provision of flight operations officer/flight dispatcher training and checking

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

- Holds or has held an Air Transport Pilot License (fixed or rotary wing)

***Specialty Knowledge and Skills:***

- In-depth knowledge of a variety of commercial air operations.
- 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 – Flight Operation (OPS).

The deadline for receiving applications is August 21, 2023. Applications received after the deadline will not be considered.