

JOB OPENING

Avcon Jet is a dynamic, international business aviation company offering a large range of aviation solutions. It is our people, who make the difference and provide an outstanding service to our clients. That's why we are searching for devoted people sharing the aviation dream as:

Crew Controller full-time / Vienna



YOUR DUTIES & RESPONSIBILITIES

- Assign qualified and sufficient crew members to each flight
- Manage the duty roster
- Special endorsement or qualification, validity, training and visa requirements
- Monitoring of crew hours flown
- arrange tickets and accommodation for crews travelling
- Other administrative and organizational activities

REQUIREMENTS

- Qualification for university entrance or secondary school certificate with completed professional education
- Very good coordination and organisation skills
- Problem solving skills and the ability to use initiative
- Good IT user skills (e.g. Microsoft Office Products)
- Excellent reading and writing skills in English language
- Team-orientation, flexibility and ability to work under stress
- Willingness to work in shifts / weekends
- Unrestricted work permit

Avcon Jet offers you a demanding range of tasks with a high degree of responsibilities and a great working environment in a young team. Minimum monthly gross salary is EUR 2.200. Overpayment is possible, depending on qualification and experience.

We are looking forward to receiving your application.
recruitment@avconjet.at
IMPORTANT: Subject must contain: CREW CONTROL

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