



**Chair Airlines AG** based in Zürich with over 140 employees in cabin, cockpit and office working together to connect Zurich with vacation destinations around the Mediterranean is seeking for

## Deputy Nominated Person Ground Operations 50-100% (m/f/d)

### Tasks and Responsibilities

- **Support and Deputy Role:** Act closely in cooperation with and as a deputy for the Nominated Person Ground Operations (NPGO).
- **Pre-Scheduling Analysis:** Collaborate with the Nominated Person Flight Operations to address over-flight requirements/ limitations, routes, special aircraft, or crew qualifications and performance on the designated runway(s).
- **Aircraft Oversight:** Manage the aircraft's mass and balance setup and control.
- **Schedule Management:** Handle schedule planning, airport slots, crew resource planning, traffic rights acquisition, permits, and schedule publication.
- **Airport Relations:** Foster and maintain strong relationships with airport authorities.
- **Ground Services Management:** Oversee contracting and monitoring of ground services across the network. This includes invoice control and report processing.
- **Procedural Development:** Play a key role in developing, implementing, and maintaining ground operations-related Standard Operating Procedures, and the Ground Operations Manual.
- **Wetlease Operations:** Act as the focal point for these operations, including coordination of availability and performance reviews.
- **Regulatory Compliance:** Develop ground operation standards and practices, ensuring alignment with national, international regulations, and the provisions of the AOC.
- **Safety and Compliance:** Conduct regular compliance and safety checks in all areas of responsibility, both internal and external.
- **Authority Liaison:** Represent the organization to national aviation authorities concerning ground operations.
- **Risk Management:** Lead risk assessments in ground operations, operations control, and crew scheduling.
- **Safety & Management Meetings:** Represent in the safety action group, safety review board, and operations management meetings during their absence.



## Requirements

- **AOC Expertise:** Sound knowledge of the airline ground operations concept.
- **Leadership:** Distinctive leadership skills with a proven ability to guide operational staff in a dynamic environment.
- **Supervisory Skills:** Ability and willingness to supervise and control third-party service providers.
- **Industry Acumen:** Capability to comprehend the intricacies of the aviation industry, demonstrating team-oriented collaboration across different departments and service providers.
- **Analytical Thinker:** A structured, clear, and documented approach to decision-making and action.
- **Negotiation Skills:** A robust personality capable of negotiating with service providers and regulators in ground handling and security.
- **Communication:** Straightforward, transparent communication style.
- **Loyalty:** A commitment to serve to Chair Airlines
- **Language Proficiency:** Good command over the English language in both reading and writing. German is an asset.
- **Experience:** Proven work experience in the domain of ground handling, either at an airport or within an airline.

## What we offer

This attractive but challenging position inside our organization offers you an international working environment and is an excellent opportunity to gain overall airline experience. The position also comes with generous benefits and rewards, making it an attractive opportunity for those looking for a career in the field of aviation.

## Join our team

Are you a natural born leader with airline experience? Then we look forward to receiving your application with the following documents in PDF to: [fly@chair.ch](mailto:fly@chair.ch)

- Letter of motivation
- CV with Standard informations and pictures
- All certificates and diplomas

## Please note

Due to Swiss regulations we only consider Swiss, EU/ EFTA applicants without restriction oder residence permit B, C oder S in Switzerland.

**Our Motto is: "Everything is a bit smaller, more authentic, more flexible and also a touch more individual"**