GUYANA CIVIL AVIATION AUTHORITY

VACANCY ANNOUNCEMENT

PERSONNEL LICENSING OFFICER

The Guyana Civil Aviation Authority invites suitably qualified candidates to apply for the position of **PERSONNEL LICENSING (PEL) OFFICER.**

ROLE

The PEL Officer is required to carrying out regulatory and surveillance functions related to the personnel licensing mandate of the Authority to ensure that license holders (Pilots, Maintenance Engineers, Air Traffic Controllers, Flight Dispatchers, etc.) maintain compliance with the Civil Aviation Regulations and Requirements of Guyana; to ensure that Aviation Training Organization are certified or approved; to maintain the Guyana Aircraft Register; and to collaborate with other Safety Inspectors on matters requiring personnel licensing enforcement, as required.

QUALIFICATIONS

- Holder of Aviation License (CPL, ATC or AME License) who has exercised the privileges of such License for at least eight (8) years.

- Minimum of five (5) years' experience in a managerial or senior supervisory position in an aviation organization.

DESIRABLE
- A Diploma or Degree in Management or an Aviation-related field from a recognized University would be an asset; or

PROFESSIONAL EXPERIENCE AND KNOWLEDGE
- Sound knowledge of Personnel Licensing Regulations and Requirements, , Personnel Licensing standards, and record keeping procedures, aircraft registry requirements, and the Civil Aviation Act, and other related Civil Aviation Regulations and Requirements.

- Knowledge of the contents of ICAO Annexes 1 and 7 and the related ICAO Documents, as well as a general familiarity with all of the other ICAO Annexes.

Suitably qualified persons must submit their application and curriculum vitae on or before **Friday, February 21, 2025**, to:

The Human Resources Manager
Guyana Civil Aviation Authority
73 High Street, Kingston, Georgetown.

Applications must be submitted via email to: **vacancy@gcaa-gy.org**

The code **PEL OFFICER** must appear in the subject line of the email.

NB: Only shortlisted applicants will be notified.