



## **GUYANA CIVIL AVIATION AUTHORITY**

### **VACANCY ANNOUNCEMENT**

#### **QUALITY ASSURANCE AUDITOR**

The Guyana Civil Aviation Authority invites suitably qualified candidates to apply for the position of **QUALITY ASSURANCE AUDITOR**.

#### **ROLE**

The Quality Assurance Auditor is required to assist and support the Quality Assurance Auditor II in ensuring that the internal control, processes, and procedures are consistent and relevant. He/ She will be part of the internal audit team to periodically audit the other Regulatory Surveillance and Oversight and the Licensing and Certification Directorates to ensure they function in accordance with established procedures.

#### **QUALIFICATIONS:**

- Holder of an aviation licence for at least three (3) years.
- Diploma or Certificate in Management, Administration, or an equivalent post-secondary qualification; **and**
- At least five (5) years of practical aviation experience with either the regulatory agency or ANS.

#### **PROFESSIONAL EXPERIENCE AND KNOWLEDGE:**

- Fundamentals of auditing practices.
- Knowledge of GCAA operations and functions.
- Knowledge of report writing.
- Knowledge of ICAO's role and of Standards and Recommended Practices.

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](mailto:vacancy@gcaa-gy.org)

The code **QUALITY ASSURANCE AUDITOR** must appear in the subject line of the email.

**NB: Only shortlisted applicants will be notified.**