



Ministry of Transport, Infrastructure
Housing, Urban Development and Public Works

KENYA CIVIL AVIATION AUTHORITY

JOB OPPORTUNITIES

The Kenya Civil Aviation Authority is responsible for providing regulatory oversight, air navigation services and aviation training in Kenya. The Authority is seeking to recruit qualified Kenyan citizens to fill the following vacant positions in its establishment:

1. JOB TITLE FLIGHT OPERATIONS INSPECTOR (MEDIUM TO WIDE BODIED AIRCRAFT)- KCAA SCALE 8 (REF: ASSR/FO/19/22) – 7 POSTS

Department / Section:	Flight Operations
Reports To:	Chief Inspector Flight Operations
Job Purpose	To perform safety inspection and surveillance activities with respect to medium and wide body aircraft in order to ensure compliance with aviation regulations and safe practices.

Scope of work /duties /responsibilities

- ☐ Certifying commercial and general aviation air operators.
- ☐ Issuing and/or making recommendations on amendment of the AOC and the associated operations specifications, on the operator's competence to continue to exercise the privileges of the certificate.
- ☐ Issuing specific authorizations and limitations (Extended Diversion Twin Operations (EDTO), Performance Based Navigation (PBN), Reduced Vertical Separation Minima (RVSM), All Weather Operations (AWOP), North Atlantic Higher Level Airspace NAT-HLA and transport of dangerous goods by air).
- ☐ Participating in Developing and/or reviewing operating regulations, policy, standards, guidelines and procedures.
- ☐ Conducting qualification, approval and supervisory activities with respect to personnel proposed as designated check pilots by an operator.
- ☐ Conducting evaluation of Flight Simulation Training Device.
- ☐ Assessing effectiveness of the operator's SMS and the level of resources allocated to it.
- ☐ Conducting inspections or oversight in accordance with the surveillance programme and applicable standard procedures and instructions.
- ☐ Advising operators, in writing, of any significant deficiency and recommending for remedial action.
- ☐ Reviewing operators' pertinent documentation including operations and

- training manuals and recommending remedial action.
- ☐ Preparing reports on inspection or investigation conducted and complete and process the applicable inspection forms and checklists.
- ☐ Carrying out follow-up on inspection to ensure that appropriate action has been taken.
- ☐ Investigating and reporting possible violations of the Civil Aviation Regulations and legislations.
- ☐ Conducting en-route cockpit, cabin, satellite, line stations and ramp inspections for both local and foreign registered aircraft, including other oversight checks considered necessary at prescribed intervals
- ☐ Issuing exemptions, authorization and approvals to air operators in relation to dangerous goods; and
- ☐ Participating in valuation of aircraft lease agreements.

Qualifications

- ☐ A captain who holds Airline transport pilot license (ATPL) with total minimum of 5000 hours.
- ☐ Aircraft ratings of 15,000 kgs and above.

Experience

- ☐ Five (5) years' work experience as a Pilot

Knowledge and skills

- ☐ Knowledge of relevant ICAO standards and recommended practices, documents and Kenya civil aviation regulations.
- ☐ Ability to identify non-compliance issues and unsafe practices and to advise operators on remedial actions.
- ☐ Knowledge of the inspection process, with an ability to diagnose issues and propose improvements in the process.
- ☐ Proficiency in computer applications.

2. JOB TITLE

FLIGHT OPERATION INSPECTOR (HELICOPTERS) - KCAA SCALE 8 (REF: ASSR/FO/19/22) – 2 POSTS

Department / Section:	Flight Operations
Reports To:	Chief Inspector Flight Operations
Job Purpose	To perform safety inspection and surveillance activities with respect to helicopters in order to ensure compliance with aviation with regulations and safe practices.

Scope of work /duties /responsibilities

- ☐ Certificating commercial and general aviation air operators
- ☐ Issuing and/or making recommendations on amendment of the AOC and

the associated operations specifications, on the operator's competence to continue to exercise the privileges of the certificate.

- ☐ Participating in Developing and/or reviewing operating regulations, policy, standards, guidelines and procedures.
- ☐ Conducting qualification, approval and supervisory activities with respect to personnel proposed as designated check pilots by an operator.
- ☐ Conducting evaluation of Flight Simulation Training Device.
- ☐ Assessing effectiveness of the operator's SMS and the level of resources allocated to it
- ☐ Conducting inspections or oversight in accordance with the surveillance programme and applicable standard procedures and instructions.
- ☐ Advising operators, in writing, of any significant deficiency and recommending for remedial action.
- ☐ Reviewing operator's pertinent documentation including operations and training manuals and recommending remedial action.
- ☐ Preparing reports on inspection or investigation conducted and complete and process the applicable inspection forms and checklists.
- ☐ Carrying out follow-up on inspection reports to ensure that appropriate action has been taken.
- ☐ Investigating and reporting possible violations of the Civil Aviation Regulations and legislations.
- ☐ Conducting en-route, satellite, line stations and ramp inspections for both local and foreign registered aircraft, including other oversight checks considered necessary at prescribed intervals.
- ☐ Issuing exemptions, authorization and approvals to air operators in relation to dangerous goods; and
- ☐ Participating in valuation of aircraft lease agreements.

Qualifications

- ☐ Commercial pilot's license (CPL helicopters) with a minimum of 2500 hours.
- ☐ Any helicopter rating.

Experience

- ☐ Five (5) years' work experience as a Pilot.

Knowledge and skills

- ☐ Knowledge of relevant ICAO standards and recommended practices, documents and Kenya civil aviation regulations
- ☐ Ability to identify non-compliance issues and unsafe practices and to advise operators on remedial actions
- ☐ Knowledge of the inspection process, with an ability to diagnose issues and propose improvements in the process.
- ☐ Proficiency in office suite and desktop publishing tools

Interested candidates are required to submit their application letters quoting the job reference no. on the envelope & application letter and attaching copies of certificates, testimonials and a detailed CV with full contact details of three professional referees to the address below. The applications should be received not later than 31st January 2022.

Details of the job specifications can be obtained from the KCAA website at www.kcaa.or.ke

The Kenya Civil Aviation Authority is an equal opportunity employer. Female candidates and persons with disabilities (PWDs) are encouraged to apply. Note, persons with disabilities are required to attach a copy of valid NCPWD membership card.

**The Director General
Kenya Civil Aviation Authority
Aviation House - JKIA
P. O. Box 30163 – 00100
NAIROBI**

Only shortlisted Candidates will be contacted.