



## **Job Description**

### **PNG Director of Maintenance**

**Reports to:** Country Director on all matters.

**Works Closely With:** All Maintenance personnel and Department Heads.

#### **Minimum Skills & Qualifications Required:**

- Airframe and Powerplant Certificate required
- Inspection Authorization required
- Technical records and/or inventory management experience
- Management/leadership experience required
- 2 years living and/or working overseas, preferred

#### **General Description:**

The Director of Maintenance provides leadership and management of maintenance staff, schedules, training, and records to maintain efficient and safe maintenance operations. Oversees all aircraft and component maintenance operations, ensuring compliance with regulatory standards, availability of resources, staff competency, proper record-keeping, and continuous improvement through regular leadership engagement. Those filling leadership positions for SA are encouraged to set an example of servant-leadership, good character, integrity, work ethic, and wholesome family investment.

#### **Our Core Values (IMPACT):**

- **Integrity** - Honors commitments, speaks the truth in love, and strives to live in a manner worthy of the calling.
- **Ministry Focused** - Looks for the opportunities to share the Gospel of Jesus and serve others humbly in love.
- **Persistent and Committed** - Committed to enduring and overcoming obstacles to accomplish a goal.
- **Adaptable** - Willingness and ability to make changes to meet a need.
- **Collaborative** - Works in concert with others to make decisions and solve problems.
- **Technical Excellence** - Committed to meet or exceed the industry standard.

#### **Aviation Responsibilities:**

- Acquire CASA License IA license
- Ensure continued airworthiness of the aircraft
- Ensure that adequate maintenance personnel, tools, spare parts, and other necessary resources are available to support maintenance activities.
- Ensure all maintenance work is conducted safely and in full compliance with both organizational procedures and regulatory requirements.
- Ensure that maintenance personnel are properly trained and possess the necessary competence to perform their designated roles.
- Maintenance records must be maintained in a manner acceptable to the Civil Aviation Safety Authority (CASA).

- Any audit findings—whether from internal quality assurance or external sources—must be addressed with appropriate corrective actions.
- Regular meetings with senior staff are to be held to discuss workplace issues, identify areas for improvement, and uphold safety standards.
- Oversee hangar employees

**Ministry Responsibilities:**

- Provide spiritual oversight of the maintenance staff.
- Participate in outreach and evangelism opportunities in Wewak and along the Sepik.
- Be willing and able to assist in our Hospital ministry.