

SECTION 1.03

STATEMENT OF DUTIES AND RESPONSIBILITIES

ASSISTANT OPERATIONS MANAGER

The Assistant Operations Manager will undertake to carry out the following duties, for which he is responsible to the RA-Aus Operations Manager:

1. Approve on behalf of the Operations Manager the issue of RA-Aus Student Pilot Certificates,
2. Upon recommendation from a CFI, on behalf of the Operations Manager approve the issue of RA-Aus Pilot Certificates.
3. Upon recommendation from a Pilot Examiner, on behalf of the Operations Manager, approve the issue of RA-Aus Instructor Certificates.
4. Upon recommendation from a Pilot Examiner, on behalf of the Operations Manager, approve the issue of RA-Aus Senior Instructor Certificates.
5. Examine candidates for Flight Crew Certificates, Endorsements, Ratings and CFI Approvals, and approve or otherwise the issue of such qualifications. Where constraints of time and economy are involved, the Assistant Operations Manager may, in writing, delegate authority to a suitably qualified examiner to carry out ground and flight assessment of candidates after consultation with the Operations Manager.
6. Examine Pilot Examiner candidates and approve or otherwise the issue of such qualifications. The Assistant Operations Manager may, in writing, delegate authority to a suitably qualified Pilot Examiner to carry out ground and flight assessment of a Pilot Examiner candidate after consultation with the Operations Manager.
7. Approve the issue of special endorsements to all classes and types of RA-Aus Pilot Certificates,
8. Approve or otherwise the issue of renewals to all classes and types of RA-Aus Pilot Certificate, or delegate the authority to renew the certificates, as appropriate, unless the member in question is under disciplinary action in which case approval from the Operations Manager is required.
9. Regularly monitor trends in training and general flying practices and recommend to the Operations Manager changes/amendments to the Operations and Instructor Manuals.
10. When requested by the Operations Manager undertake investigation of accidents involving RA-Aus members or aircraft.
11. Be responsible to the RA-Aus Operations Manager for the maintenance of a continued high level of training practices and methods, general flying standards and pilot competency throughout the RA-Aus.

