

1.0 DUTIES AND RESPONSIBILITIES

This position is responsible for conducting flight training device, and ground training under 14 CFR Parts 141 and 61.

Responsibilities include:

- Conduct flight and ground instruction under 14 CFR Parts 141 and 61.
- Maintain student training records in accordance with 14 CFR Part 141 and AeroGuard FTC policies.
- Maintain training standard as set forth by FAA regulations and AeroGuard FTC policies.
- Perform other related duties and assignments as required.
- Must be able to be flexible as needed.
- Supports and participates in the organization's Continual Improvement Program to comply with ISO 9001:2008 requirements by adhering to processes and procedures.

2.0 REQUIREMENTS

2.1 EDUCATION

- Must hold at least an FAA commercial Pilot Certificate with Instrument, Single and Multi Engine Ratings.
- Must hold an FAA Certified Flight Instructor Certificate with Instrument and Single Engine Ratings and at least an FAA 2nd Class Medical (may currently have 3rd Class privileges).
- Multi Engine Instructor Rating preferred.
- Based on company need, the Flight Instructor Instrument rating (CFII) requirement may be waived if CFI training has been provided by AeroGuard FTC, with Chief Instructor approval.

2.2 EXPERIENCE

- 6 months and/or 200 hours of prior flight instruction experience preferred.

2.3 SKILLS AND ABILITIES

- Excellent oral and written communication skills.

2.4 KNOWLEDGE

- Practical knowledge of Federal Aviation Regulations
- Practical knowledge of the Fundamentals of Instruction
- Practical knowledge of Practical Test Standards (PTS), aircraft systems, aerodynamics and airworthiness requirements.

2.5 EQUIPMENT/MACHINERY USED

- General office equipment such as facsimile, copier, personal computer, etc. will be utilized.
- Position will require vehicle operation such as company aircraft, van, truck, golf cart, etc.



- The position will require the use of various flight training devices.

3.0 PHYSICAL AND SAFETY REQUIREMENTS

- The associate will be working in many environments inside and outside of the facility.
- Associate will have exposure to aircraft, flight training devices and other equipment.
- This position requires the utilization of most types of aircraft that AeroGuard FTC incorporates in its programs.
- The position may require some medium lifting up to 50lbs.
- Position may require prolonged periods of sitting or standing as well as bending and stooping.
- Some out-of-state travel may be required.

4.0 OTHERS

- Extreme attention to detail.
- Self-starter, does not wait for others to provide work, finds ways to keep busy or help others.
- Works with minimal supervision.
- Innovative/creative, finds faster ways to do things to save time to the organization and the client.
- Flexible/adaptable to fast changing pace and instructions according to client priorities.
- This position is listed as Salary, Exempt.

I have read and understand the duties outlined in this job description.

Employee Signature

Employee Printed Name

Date Signed

Supervisor Signature

Supervisor Printed Name

Date Signed