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| **CANDIDATE** | | | |
| **First name** | **Family name** | **Date of birth** | **Nationality** |
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| **PHASE I : PRE-ASSESSMENT OF THE SUITABILITY OF THE CANDIDATE** | | | | | |
| **REQUIREMENTS** | | | | | |
| **Qualification** | | **Experience** | | **Knowledge** | |
| **Education:**  Minimum of a Bachelor's Degree or advanced degree in a relevant field such as Aviation Management, Business Administration, or Engineering.  A Master's Degree in a related field is preferred  **Certification:**  No specific certifications are mandatory, but relevant aviation certifications in the spectrum of civil aviation, an Airline Transport Pilot License (ATPL) or experience in a Leadership or senior operational role is advantageous. Certifications on relevant requirements emanating of CAA regulations compliance obligations and relevant ICAO SARPS and guidance materials  ***Reference:*** *CAR OPS 1., CAR OPS 3, CAR 100, CAR 145* | | **Relevant Work Experience**  **Minimum requirement**:  Minimum of 15 years of experience in the aviation industry, with a proven track record in senior management positions. Experience in airline operations, safety management, and regulatory compliance is essential.  Experience in leading and managing a team is crucial. Documented experience in ensuring regulatory compliance for crew training programs.in a comparable organisation;  ***Reference:*** *AMC-1 OPS-3.175 (j) or AMC-1 OPS-1.175(j)*  **Experience (Specific to Accountable Manager Role):**  Demonstrated understanding of the Accountable Manager's legal and regulatory responsibilities as outlined in Civil Aviation Regulations (CARs).  Experience in developing and implementing a Safety Management System (SMS) for the airline.  Proven ability to effectively manage safety risks within the organization. | | In-depth knowledge of relevant Civil Aviation Regulations (CARs) pertaining to airline operations and safety management.  Understanding of international aviation law and safety standards (e.g., ICAO Annex) and Industry best practices.  Strong knowledge of commercial airline operations, including flight operations, maintenance, and cabin crew activities and ground operations.  Understanding of human factors and Crew Resource Management (CRM) principles.  Excellent communication, leadership,  and decision-making skills.  Ability to manage and prioritize workload effectively.  Strong analytical and problem-solving skills. | |
| **EVIDENCES** | | | | | |
| **Qualification** | | **Experience** | | **Knowledge** | |
| Submitted electronically | | Submitted electronically | | Submitted electronically and assessed by interview and written exam | |
| **CONCLUSION** | | | | | |
| **Qualification** | | **Experience** | | **Knowledge** | |
| Acceptable | Unacceptable | Acceptable | Unacceptable | Acceptable | Unacceptable |
| **PHASE II : CANDIDATE SELF SHORT PRESENTATION** | | | | | |
| **Content** | | **Relevant Experience** | | **Attitude** | |
| Relevant working experience and attitude | | Acceptable  Unacceptable | | Acceptable  Unacceptable | |

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| **PHASE III : Specific questions** | |
| **Subject** | **Assessment** |
| **Regulatory Compliance:** How would you ensure the airline maintains continuous compliance with all applicable Civil Aviation Regulations (CARs) and  international safety and security standards, including ICAO SARPS and  guidance materiel | Passed  Failed |
| **Leadership and Safety Culture:** Describe your approach to fostering a strong safety culture within the airline that prioritizes risk management and proactive safety improvement. | Passed  Failed |
| **Management and Accountability:** Explain your leadership style and how you would hold yourself and all department heads accountable for achieving the airline's safety and operational objectives. | Passed  Failed |
| **Achieving Objectives and Targets**: How would you set SMART (Specific, Measurable, Achievable? Relevant, and Time-bound) safety and operational performance objectives for the airline and track progress towards achieving them? | Passed  Failed |
| **Managing Risk and Crisis:** Outline your plan for effectively managing safety risks within the airline and leading the organization through a potential safety crisis. | Passed  Failed |
| **Competitive Advantage:** In today's competitive airline market, how would you leverage safety performance as a key differentiator and achieve a competitive advantage for the airline? | Passed  Failed |
| **Communication and Collaboration**: Describe your strategies for communicating safety priorities, regulations, and performance data to all levels of the organization, fostering collaboration across departments. | Passed  Failed |
| **Continuous Improvement:** Explain your approach to utilizing safety data for continuous improvement and ensuring the airline's Safety Management System (SMS) remains effective and adaptable. | Passed  Failed |

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| **PHASE IV : FINAL CONCLUSION AND DECISION BY INTERVIEW TEAM** |
| **Remarks:** |
| **Acceptable  Unacceptable** |

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| **Position** | **Name** | **Signature** | **Date** |
| Team Leader |  |  |  |
| Team Member |  |  |  |
| Team Member |  |  |  |
| Team Member |  |  |  |