

Terms of Reference

JOB TITLE/POSITION	:	Assistant Technician
DEPARTMENT/SECTION	:	Helicopter Services Division
PLACE OF POSTING	:	Paro
REPORTS TO	:	Manager, Heli - Engineering and maintenance

RESPONSIBILITIES

- Assist AME to carry out maintenance tasks on the aircraft.
- Ensure that all tooling and equipment is operated safely and correctly, and all defects are promptly reported to the certifying engineer/Manager, Heli Engineering and Maintenance.
- Report immediately to the certifying engineer of any unsafe acts by other staff members, accidents, whether personal or equipment, and unsafe areas or equipment.
- Ensure the workplace is clean after work.
- Ensure that aircraft are cleaned and prepped for any flight operations.
- Assist AME preparing aircraft for flights.
- Assist GSE officer to maintain ground support equipment.