



# TRINIDAD & TOBAGO CIVIL AVIATION AUTHORITY

The Trinidad and Tobago Civil Aviation Authority (TTCAA) is mandated to regulate and administer a safe civil aviation system whilst ensuring that Trinidad and Tobago properly discharges its obligations under international civil aviation agreements and treaties. The TTCAA is seeking to recruit a suitably qualified person for the following position:

## EXTERNAL ADVERTISEMENT FOR THE POSITION OF CIVIL AVIATION SAFETY INSPECTOR - AERODROMES

The incumbent is required to provide aerodrome safety oversight which encompasses aerodrome certification and surveillance. It also involves coordination between Air Navigation Services (ANS), aerodrome authorities, service providers, and other agencies. Additionally, the incumbent will assist in the development of aerodrome standards, procedures, regulations and ensure the operators are in compliance.

### KEY RESPONSIBILITIES:

- This includes reviewing applications and conducting site visits for proposed heliport/helideck installations
- **Regulations:** Review, recommend and amend as required, regulations related to aerodromes in keeping with international and national civil aviation laws, conventions, standards and recommended practices. This is inclusive of design specification, certification and operation standards.
- **Construction:** Evaluate applications from the general public on matters related to use of property and construction of structures in the vicinity of an aerodrome. Review and approve aerodrome construction projects.
- **General Applications:** Evaluate applications for lighting/marking of obstructions as it affects aviation safety. Evaluate applications for special events involving helicopter operations into an un-certified aerodrome or ad-hoc landing sites.
- **Guidance Manuals:** Assist in the creation and amendment of forms, checklists, advisory circulars, bulletins and inspection guidance manuals.
- **Risk Assessments:** Evaluation of aeronautical studies/risk assessments.
- **Safety Management Systems:** Evaluation, approval and oversight of aerodrome Safety Management Systems (SMS).
- **Aerodrome Surveillance:** Conduct surveillance of aerodromes and aerodrome operators to ensure compliance with the applicable TTCARs and ICAO SARPs. This includes both scheduled and unscheduled inspection of aerodrome facilities, equipment, operations and documentation. Areas of inspection include but are not limited to:

- Aerodrome Rescue and Firefighting (ARFF);
- Wildlife hazard;
- Evaluation of obstacle limitation surfaces;
- Evaluation of aeronautical studies/risk assessments;
- Airport runways, taxiways, strips, apron;
- Heliport/Helideck final approach and take-off areas (FATO), touchdown and lift-off area (TLOF), safety area;
- Visual aids for navigation: such as markings, signage and lighting;
- Aerodrome emergency planning including safety management oversight;
- Aerodrome construction;
- Aerodrome documentation such as manuals, reports and records.
- **Incident/Accident Reporting:** Investigate and report breaches/occurrences/incidents/accidents related to international and national civil aviation laws, regulations, conventions and standards involving aerodromes. Submit recommendations that address remedial action or enforcement for violations.
- **Aerodrome Standards:** Develop and continuously review the national and international standards and practices for aerodrome design, operations, maintenance and engineering specifications. Notify and consult with the aerodrome industry on proposed ICAO SARPs amendments.
- **State Safety Programme Management:** Research and review safety data and recommend changes to safety policy and procedures. Participate in the review and amendment of SSP as it pertains to aerodromes.
- Perform related duties as may be required.

**QUALIFICATIONS & EXPERIENCE:**

- Eight (8) years of experience in a civil aviation regulatory agency or a combination of training and experience in aerodrome operational safety; or
- Possess a degree in Aeronautical Engineering, Civil Engineering or Aerodrome Operations/Management. Holder of an Air Traffic Controller Licence, Commercial Pilot Licence, or Airline Transport Pilot Licence would be an asset.
- A minimum of 5 CSEC / CXC / GCE 'O' Level subjects, including English Language and Mathematics.
- Experience or qualification in other safety enforcement programs recognized by the TTCAA.
- Knowledge of Trinidad and Tobago Civil Aviation Regulations (TTCARs) and ICAO Standards and Recommended Practices (SARPs) related to Aerodromes.

Interested candidates should submit their application along with copies of all relevant qualifications/academic certificates by 30 January 2026 to [tcaacareers@caa.gov.tt](mailto:tcaacareers@caa.gov.tt).

*Unsuitable applications will not be considered.*