



# 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 – AIR NAVIGATION SERVICES (FPD/AIM/MAP) (FLIGHT PROCEDURE DESIGN / AERONAUTICAL INFORMATION MANAGEMENT / MAPS AND CHARTS)**

### **JOB SUMMARY:**

The incumbent is responsible for the safety oversight of FPD/AIM/MAP service providers in Trinidad and Tobago to ensure compliance with the relevant Trinidad and Tobago Civil Aviation Regulations (TTCARs), manuals, documents, TTCAA rules, directives and upgrading the safety level of FPD/AIM/MAP service providers.

### **KEY DUTIES & RESPONSIBILITIES:**

- Verify compliance with the requirements of TTCARs applicable in FPD/AIM/MAP.
- Develop and amend Inspector Handbook/Checklist for use.
- Formulate and implement FPD/AIM/MAP Safety Audit Surveillance Program.
- Conduct safety oversight inspections and surveillance of FPD/AIM/MAP service providers as per the approved program of the department and report deficiencies noted for remedial action.
- Ensure that the TTCAA issues immediate directives to the service providers if there are any issues that need immediate attention.
- Develop training programs for FPD/AIM/MAP inspectors.
- Draft documents and/or manuals related to FPD/AIM/MAP for approval.
- Ensure that service providers develop adequate training programs, including refresher training for FPD/AIM/MAP technical staff.
- Evaluate, and subsequently accept or reject, corrective action plans (CAPs) submitted by the FPD/AIM/MAP service providers in response to inspections performed.
- Coordinate with relevant divisions to assist with the review and/or incorporation of changes in International Civil Aviation Organization (ICAO) Standards and Recommended Practices (SARPs) to amend documents and/or manuals related to FPD/AIM/MAP.
- Verify the correct implementation and maintenance of the FPD/AIM/MAP Quality Management Systems.

### **OTHER DUTIES & RESPONSIBILITIES:**

- Perform other duties related to the position that may be assigned from time to time by the Director-General of Civil Aviation.
- Represent the TTCAA at international aviation conferences, seminars and symposiums.

**REQUIRED QUALIFICATIONS & EXPERIENCE:**

- Certification in basic/advanced training in Procedure for ANS Operations (PANS/OPS), AIM, MAPS and Charts with at least ten (10) years' experience.
- Administrative experience as an FPD/AIM/MAP Supervisor and/or Instructor.
- Knowledge of the related ICAO Annexes and ICAO DOCS and experience in FPD or AIM or MAPS and Charts procedures/practices.
- Knowledge of Trinidad and Tobago Civil Aviation Regulations (TTCARs) and ICAO Standard and Recommended Practices (SARPs) related to FPD/AIM/MAP.
- Formal training and/or experience in Quality Management would be an asset.
- Formal training and/or experience in Risk Analysis and Management would be an asset.

**Interested candidates should submit their application along with copies of all relevant qualifications/academic certificates by 16 February 2026 to [ttcaacareers@caa.gov.tt](mailto:ttcaacareers@caa.gov.tt).**

*Unsuitable applications will not be considered.*