

Maintenance Control Center (MCC) Fleet Planner

JetstarPacific

Department:	Engineering
Location:	Head Office, Tan Son Nhat International Airport, Ho Chi Minh City
Reports to:	Maintenance Control Centre (MCC) Manager.
Main role:	<ul style="list-style-type: none"> ★ The primary function of the MCC Fleet Planner is making short term maintenance planning of JPA fleet for all the tasks below A check. ★ Cooperate closely with OCC to make flight schedule in order to ensure that suitable maintenance slots are allocated whilst optimizing the operation of the aircraft (support maintenance; operational requirements and reduce potential impacts to daily operations).
Key Responsibilities:	<ul style="list-style-type: none"> ★ Build the forward maintenance schedule based on AMOS Aircraft Maintenance Forecast. ★ Cooperate with Planning about: organize EO, task cards, any discrepancy WO in the AMOS ect. ★ Monitor disposition of aircraft spares, arranging for parts as required in conjunction with the Supply for W/O on maintenance schedule. ★ Distribute the Work Schedule to JPA AMO and other AMO. ★ Monitor and follow up the feedback Work Schedule from AMO. ★ Review techlog entry through the AMOS. ★ Cooperate with OCC in the planning and management of Aircraft Allocations. ★ Work with OCC staff to protect planned schedules and impact to operations. ★ Assist MCC specialist to make recover plan when A/C AOG. ★ Make technical reports from AMOS. ★ Prepare documents to apply for concession. ★ Maintain a recurring/outstanding fleet issues database in consultation with engineering reliability so that rectification progress and future plans are visible to the, Engineering Department. ★ Provision of Technical Data and System Analysis as required. ★ Carry out other duties as directed by MCC Manager.
Working Relationships:	<p>Internal: Material manager, Store manager, Supply/Store/Logistic Leaders, Supply/Store/Logistic staffs, Technical staffs.</p> <p>External: Contractors, Suppliers, Vendors, Airlines, Forwarders.</p>
Personal specifications:	<ul style="list-style-type: none"> ★ Able to communicate effectively to all related parties verbally or in written ★ Able to work under high pressure ★ Self-disciplined – able to work effectively independently ★ Proactive and cooperative attitude. ★ No criminal record.
Knowledge, skills and	1. Education level:

experience:

- ★ Technical associate degree / Engineer is preferred.
- ★ English: TOEIC 600 or equivalent.
- 2. Specific requirements:
 - ★ Minimum of 3 years Aviation experience. Operational support exposure.
 - ★ CRS cat A A320/321 is preferred
 - ★ Proficient in use of AMOS (or similar operational planning systems).
 - ★ Analytical ability using IT platforms Microsoft office, Airbusworld is a plus.