




Job Title:	Aviation Crewman/Mechanic
Employer:	SOL EC LTD.
Location:	Robert L. Bradshaw International Airport, St. Kitts
Reports to:	Aviation Superintendent
Subordinates:	Nil
Purpose:	To conduct the operation and maintenance of the Company's Aviation fuelling facilities at the Robert L. Bradshaw International Airport.
Principle Accountabilities:	<p>Primary</p> <ul style="list-style-type: none"> • Refuel all aircraft at the airport in a timely and safe manner while maintaining the Sol Aviation HSE standards • Receipt of Aviation fuels at the airport depot in a manner as to ensure that the type, quality, and cleanliness are properly checked on arrival and during receipt and that fuel is discharged safely and efficiently into airport storage. • Accurately complete all safety reports, delivery tickets, certificates, logbooks, and other documentation in accordance with operating procedures • Ensure the Quality Control of all Aviation products at the airport in the storage tanks and vehicles • Report any incident/accident that may occur at the airport as well as report near misses and unsafe acts • Perform routine preventative maintenance on vehicles and equipment as specified in the Shell Aviation Operations Manual • Handle daily cash transactions and monitor stocks control at the airport depot • Act as first point of contact with customer and maintain high customer service level • Apply work procedures particularly for critical operations such as bridger discharge/refueller loading/into plane fueling (refueller/hydrant dispensers)/Quality Control Checks (JET and Avgas) • Execute emergency roles as described in the Emergency Response Plan • Any other reasonable tasks directly or indirectly related to the position that may be requested from management from time to time. <p>Secondary</p> <ul style="list-style-type: none"> • Effectively perform 6 monthly maintenance and servicing of fleet (Refuellers & Pick-up truck) and related documentation. • Perform troubleshooting and repair on refuellers as required (electrical, hydraulic, mechanical, pneumatic) • Be available for emergency call out to perform troubleshooting and repair on refuellers as required (electrical, hydraulic, mechanical, pneumatic) • Performs regular maintenance and repair on plant equipment including compressor, generator, product pumps • Be available for emergency call out to perform troubleshooting and repair on plant equipment including compressor, generator, product pumps • MUST be able to work on shift system • Assist in keeping the workshop, maintenance room & storerooms clean, tidy, and safe. • Assist in maintaining in a safe working order all tools and equipment.
BOLD Behaviours and Values:	<ul style="list-style-type: none"> • Be an ambassador and supporter of our BOLD leadership behavior and values. <div style="text-align: center;">  </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid green; padding: 5px; width: 150px;"> <p>Build: I build collaborative teams across Parkland</p> </div> <div style="border: 1px solid blue; padding: 5px; width: 150px;"> <p>Own: I own my mandate</p> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid blue; padding: 5px; width: 150px;"> <p>Lead: I lead by embracing change and continuous improvement</p> </div> <div style="border: 1px solid green; padding: 5px; width: 150px;"> <p>Deliver: I deliver exceptional results through customer experience</p> </div> </div>

	<ul style="list-style-type: none"> When we are BOLD, we create a work environment where we can thrive and excel through continuous improvement whether we are an individual contributor, manager, director, or the senior leadership team. 
<p>Key Competencies:</p>	<p>The person occupying this position must possess a high degree of competence and responsibility. The Aviation Crewman/Mechanic must be an individual who can make quick and accurate decisions. He/she must be able to work unsupervised and have a genuine understanding of all phases of the installation's operation. Additionally, he/she must be able to effectively communicate to his/her supervisor and co-workers.</p> <p>The Successful candidate must be able to work on a shift system as well as be available to respond to emergency call out situations.</p> <p>Following Quality Control procedures and ensuring a high degree of safety standards are understood and carried out by every staff member. He/she must also be able to fill in for the Aviation Superintendent during brief absences.</p> <p>Quality attitude, safety awareness and environmental consciousness are qualities that must be displayed at all times.</p> <ul style="list-style-type: none"> HSSE Policies/HSSE Management Systems – Sound understanding Product knowledge/PPE – Working knowledge Shell Airport Operations Manual procedures – Working knowledge Audit/sound understanding Accident Incident Investigation – Sound Understanding Fire Fighting/Emergency Response – Working knowledge
<p>Qualifications, Experience and Competence Requirements:</p>	<ul style="list-style-type: none"> At least five (5) CXC certificates, which must include English, Mathematics, Technical studies from a recognized Technical Institution Demonstrated ability to work in a customer-oriented environment Well organized, with excellent written and oral communication skills Be in possession of a valid heavy vehicle driver's license Competent in the use of Microsoft Office software, in particular Excel and Word Previous experience in aviation fuelling operations inclusive of storage and distribution logistics would be an asset.
<p>Other Information:</p>	<p>The position will be based in St. Kitts. In addition to basic salary the successful applicant shall receive any applicable job grade allowances and be eligible to participate in the SOL Group Pension Scheme and its non-contributory Group Health and Life Insurance Scheme.</p> <p>JOB ACTIVITIES</p> <p>≈ 80% Refuelling, including related documentation</p> <p>≈ 10% Fleet Maintenance, including related documentation</p> <p>≈ 10% Plant and Equipment Maintenance, troubleshooting & repair (including pumps, generator, and compressor)</p>
<p>Application Procedures:</p>	<p>Applications are to be submitted by completing the SOL Job Application Form available on the SOL website at solpetroleum.com and submitted via e-mail to careers@SOLpetroleum.com on or by November 23, 2021. Applicants must complete all of the requested information to be considered. Certified copies of relevant certificates will be requested for those applications under consideration. Only suitable applications will be acknowledged.</p>