



The Loomex Group is

NOW HIRING FOR:

GENERAL MANAGER, AIRPORTS


Reporting to the Director of Operations, the General Manager, Airports will manage the contractual obligations of the airports, provide support and direction to airport managers, and assist with managing the overall airport budgets and business development for airports. This position will develop and create opportunities to promote the company's strategic plan and projections.



To apply for this position, please send a resume and cover letter to gervais@loomex.ca



The application deadline to apply is September 13, 2021



Headquartered in Peterborough, Ontario, on the grounds of the Peterborough Airport, The Loomex Group focuses the scope of its operations within the aviation, emergency management, and infrastructure sectors. Now celebrating our 12th year in business, the broad knowledge base of our team allows us to effectively deliver professional, quality-conscious products and services for a diverse range of client needs. We specialize in aviation management & consulting, space, economic development, agriculture, emergency management, training, and education. The Loomex Group of companies includes Explorer Solutions Inc., with branches in Canada, USA, and Europe.

Duties and Responsibilities will include, but are not limited to:

- Support strategic and operational performances based on contractual obligations.
- Create and implement strategic plans.
- Create marketing plans to further grow The Loomex Group in the aviation field.
- Secure airport contracts and projects within the defined scope of work and expertise of The Loomex Group.
- Assist the airport managers, when required, in developing monthly staff schedules and winter and summer grounds maintenance schedules for all airports.
- Manage all airport matters to ensure and reinforce that a safe, environmentally sensitive, and cost-effective operation is achieved and maintained.
- Support airport managers with airport operational staff management and training programs.
- Demonstrate that airport operations are being provided with the best-valued solutions to support the company's contracts.
- Assist with initiatives to support the business development of the company and contract airports.
- Be aware of, and foster, community requirements.
- Assist and/or oversee infrastructure projects; suggest and provide quotations to clients.
- Oversee technical operations management including, but not limited to, airport performance, incident review, safety management systems (SMS), quality assurance, compliance, community relations, and capital expenditures.
- Create a culture of workplace health and safety.
- Plan, organize and direct the work of the airports in a way that will meet objectives with the most efficient use of personnel, facilities, and equipment.
- Mitigate risk for the company's cycle of contracts through analytical evaluations of exposure.
- Develop, evaluate, and manage common vendors to offer client discounts.
- Maintain a professional presentation and interaction with airport tenants, employees, customers, and industry representatives.
- Provide support and assistance to the airport managers if an emergency response/activation of an airport emergency response plan is initiated.
- Travel to the contract airports on a regular basis to work with the airport managers on strategic initiatives, business development, and day-to-day operations.
- Occasional filling-in or replacing vacant airport manager positions on a short-term basis.
- Remain current with the aviation industry and its best practices.
- Any other duties or responsibilities as assigned by the director of operations related to airports.





Qualifications and Requirements

The incumbent will be required to have and be able to produce the following skills, background and documents:

- An entrepreneurial and/or business background and experience
- Experience in business development and strategic plans
- Proven track record in managing airports
- Experience with municipal environment legislation such as working with councils, CAOs and directors
- Understand and follow oral and written directions
- Lead, develop and motivate staff
- Knowledge of aviation/airport operations
- TP312E course or equivalent experience
- Restricted Radio Operators Certificate (ROC-A)
- IAEE – CM and AAE accreditation (or actively working towards attaining accreditation)
- Valid G-class driver's license with clean CVOR
- Post-secondary degree/diploma in aviation and/or five of years of combined equivalent work experience and education
- Post-secondary degree/diploma in business administration and/or five years of combined equivalent work experience and education
- Above average communication skills and conflict resolution skills
- Excellent written and verbal command of the English language
- Minimum five years of experience in people management (direct report or cross-functional)
- Demonstrated experience working in a customer-centric environment
- Knowledge of health and safety regulations and practices
- Maintain up to date knowledge of current Transport Canada regulations and practices
- Knowledge of computer software operations and airport records management systems; proficiency with word processing, spreadsheet, and database computer programs
- Level 2 Criminal Record Check

Qualifications considered to be an asset to this position:

- Bilingualism (English and French)
- Pilot's license

Working Conditions

Work is performed in both an office environment and outdoor environment; the incumbent shall be exposed to those conditions normally encountered in airport operations. Physical demands are medium, consisting primarily of driving, sitting, standing, and walking.

The Loomex Group has multiple locations within Canada, and, depending on business needs and financial requirements, the incumbent may be transferred or requested to travel to another location as required. In the event of a transfer, the incumbent will be provided advance notice in order to support a successful transition.

Applying

To apply for this position, please send a resume and cover letter by **September 13, 2021** to Terry Gervais, Director of Operations at gervais@loomex.ca