



**PERSONNEL
Requisition**

Please forward to Human Resources Department

Date: **29 April 2008**

REQ. Number
(Assigned by HR Dept)
FOS01808

Section I. Service(s) Needed

<input checked="" type="checkbox"/> Advertising	<input checked="" type="checkbox"/> Post Offer Drug Screen
<input checked="" type="checkbox"/> Background Check	<input type="checkbox"/> Wage and Salary Survey
<input checked="" type="checkbox"/> Interviewing	<input type="checkbox"/> Pre-employment Testing

Section II. Position Information

Job Title: Site Manager

No. of Positions: 1

Date need by: ASAP

Salary Range: Commensurate with Experience

Location: MCAS New River, NC (to include hazardous locations;
Iraq/Afghanistan/Pakistan)

Hours: 40

Flex Time available: Yes No

Overtime required: Yes No How much? As Required

Yrs. of experience required: 10+

Educational level required: Degree preferred A&P and/or FCC

Work independently: Yes No

Level of supervision: Minimal

Supervise others: Yes

Relocation package available: Yes No

Section III. Instructions

Send resumé to: **resumes@bellaero.com**

Special Instructions (if any):



Section IV. Job Description

Site Manager provides representation and technical support / problem resolution to military customers and initiates corrective actions to ensure customer satisfaction with company products and services. Utilizes technical expertise and company knowledge to assist the customer and sustain a high level of proficiency in operation and maintenance of H-1 helicopters by investigating product problems, determining causes, and developing and implementing corrective actions. The Site Manager is responsible for supervising of BellAero CMS personnel; distribution of work assignments, company business administration, operations at the site according to Field Operations PPI's and overall team performance.

Depending on the expertise, the following functions are also applicable: Apply knowledge of military aircraft electrical systems, instrumentation, air data systems, electronic counter measures, fault recording systems, navigation systems, communication systems, and built-in test interpretation to support military aircraft customers.

Provide expertise in the following areas of aircraft maintenance:

Airframes: Applies general knowledge of military aircraft hydraulic/pneumatic systems, structures, armament, ground support equipment, environmental systems, egress system, general electronic systems, radar, avionics integration, landing gear, secondary power, and mechanical and electronic flight control components and systems.

Avionics: Applies knowledge of military aircraft electrical systems, cockpit instrumentation, electronic flight controls, air data systems, electronic counter measures, fault recording systems, navigation systems, communication systems, and built-in test interpretation to support military airplane customers.

Rotors and Drives: Applies knowledge of military aircraft structures, hydraulic systems, mechanical/electrical flight control systems, fuel delivery systems, power-plants and drive systems. Supervisory duties include management of maintenance team, directing maintenance actions, administrative duties, time keeping, expense report submittals etc.

Must be able to obtain and maintain a SECRET Clearance.

Bell Aerospace Services Inc. (BellAero) a subsidiary of Bell Helicopter Textron Inc. provides turn-key aviation maintenance and logistic support services. BellAero offers a full range of contractor maintenance solutions for both military and commercial operations globally. EOE