

1. **Job Title:** Procedures for Air Navigation Services – Aircraft Operations (PAN-OPS) & Airspace Inspector
2. **Grade:** Aeronautical Executive
3. **Department:** Aeronautical Services Department
4. **Directorate:** Safety Regulation Directorate
5. **Location:** The Times Building, 11-12 D'Olier Street, Dublin 2
6. **Reports to (Job Title):** Manager Air Navigation Services Division
7. **Direct Reports:** None
8. **Job Purpose:** Safety Regulation of Irish Airspace
9. **Main Duties and Responsibilities:**
 - Assisting in the drafting and implementing of national legislation in relation to
 - i. PANS-OPS Doc 8168 design
 - ii. Airspace
 - iii. Charting
 - iv. AIS
 - v. Positional Data
 - vi. Single European Sky (SES) implementing rules;
 - Assist in the Safety regulatory oversight of
 - i. PANS-OPS designs to Doc 8168 standards
 - ii. Airspace changes
 - iii. Charting amendments to ANNEX 4 standards
 - iv. AIS
 - v. Positional Data
 - vi. SES requirements;
 - Advise the Manager Air Navigation Services on specific or general matters concerning
 - i. PANS-OPS
 - ii. Airspace
 - iii. Charting
 - iv. AIS
 - v. Positional Data
 - vi. SES legislation

- Exercising surveillance to ensure that the following areas under the remit of the PANS-OPS inspectorate comply with required laid down standards.
 - i. PANS-OPS
 - ii. Airspace
 - iii. Charting
 - iv. AIS
 - v. Positional Data

This includes

1. Audits
 2. Spot checks
 3. Inspections
 4. Periodic meetings with designers, operators and industry
- Provide information and support (includes giving advice on regulations and standards) to the operators (both providers and users of ANS) within the airspace system for the purpose of:
 - i. Clarification
 - ii. Policy announcement
 - iii. Technical information
 - iv. Accident information
 - Exercise corrective action to ensure compliance with the required standards.
 - Carry out obstacle and facilities survey validation in relation to WGS-84 standards.
 - Assist in the maintenance of an ongoing analysis of the airspace system to determine flight safety trends.
 - Assist in the provision of technical advice in the development of safety standards and in the development of regulations for the provision of ANS, operating procedures and airspace management.
 - Assist in the maintenance and preservation of records/documents relating to the activities within the airspace system. In particular in the areas of
 - i. PANS-OPS
 - ii. Airspace
 - iii. Charting
 - iv. Positional Data
 - v. AIS
 - vi. ASSET
 - Assist as required in the provision of technical advice and support to the regulatory Performance & Personnel Licensing Department and Legal units in the investigation of accidents and incidents.

- Represent the Manager Air Navigation Services Division on matters relating to
 - i. PANS-OPS
 - ii. Airspace
 - iii. Charting
 - iv. AIS
 - v. Positional Data
- Provide advice as necessary to the Aerodromes Division Manager in relation to the impact of developments which are the subject of a planning application on
 - i. PANS-OPS
 - ii. Airspace
 - iii. Charting
 - iv. AIS
 - v. Positional Data
 - vi. En-route airways/routes
 - vii. Enroute obstacles
- Evaluation and regulation of air traffic route structure in Irish Airspace to ensure operational effectiveness and efficiency
- Processing applications for airspace change proposals
- Validation of positional data to ensure the integrity and accuracy of such data. Ensure the population of appropriate databases to store such data.
- Validation of magnetic variation data for significant points and navigational aids.
- Validation of radar data to ensure the integrity and accuracy of such data. Ensure the population of appropriate radar databases to store such data
- Processing applications for Temporary airspace changes within Irish Airspace
- Providing advice as necessary to other sections and departments within the authority.
- Participating in national and international fora as necessary.
- Assessing ICAO state letters in relation to
 - i. Doc 8168
 - ii. Annex 4
 - iii. Annex 6
 - iv. Annex 10
 - v. Annex 11
 - vi. Annex 15

These duties and responsibilities are not exhaustive; other items may be added from time to time at the discretion of the Assistant Director Aeronautical Services Department/Manager Air Navigation Services Division.

10. Relationships:

- **Internal**
 - i. Flight Operations Department

- ii. Airworthiness Department
- iii. AIS
- iv. ANS Domain Manager Airspace and Navigation
- v. ANS Domain Manager Standards & Procedures
- vi. Operations Directorate
- vii. Technology and Training Directorate
- viii. Human Resources Directorate
- ix. Company Secretary / Solicitor
- x. Legal Unit
- xi. Corporate Services Department
- **External**
 - i. aerodromes
 - ii. air navigation service providers
 - iii. meteorological services, search and rescue facilities and services
 - iv. individual airlines, air operators, general aviation operators, flying schools, etc
 - v. equipment manufacturers
 - vi. Aeronautical Survey Providers
 - vii. Pans-Ops providers
 - viii. Charting Providers
 - ix. Pans-Ops training Providers
 - x. industry bodies, aviation sports bodies, etc
 - xi. Department of Transport and other State bodies, EC
 - xii. Other civil aviation authorities and appropriate international organisations (ICAO, EASA, Eurocontrol, etc).

11. Knowledge, Skill and Experience (KSE)

- Have an appropriate third level qualification or equivalent aviation experience;
- Have at least five years working with ArcGIS Software
- Have at least five years aviation experience
- Have detailed knowledge of PANS-OPS Doc 8168;
- Have detailed knowledge of airspace designation and management;
- Have detailed knowledge of ICAO Annex 4 & ICAO Annex 15;
- Have knowledge of airspace organisation;
- Have a good overview of Air traffic Management (ATM) systems;
- Have sound working knowledge of regulatory requirements and standards;
- Have knowledge of future air navigation requirements and developments;
- Have a wide knowledge of IAA, ICAO, Eurocontrol and other relevant agencies;
- Have proven ability to write technical reports and specifications;
- Have excellent communication, inter-personal and problem solving skills;
- Have the ability to work effectively as part of a team;
- Have the ability to undertake work in a diligent, conscientious and meticulous manner

12 Approval:

Signed:_____

Signed:_____

Director Safety Regulation

Director Human Resources

Date: March 2016

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