



Vacancy Notice

Applications are invited from suitably qualified Nationals of the Banjul Accord Group (BAG) Members States (Cape Verde, Gambia, Ghana, Guinea, Liberia, Nigeria, and Sierra Leone) to fill the position for which job descriptions have been provided below:

Position Information	
Post Title	Technical Support and Training Director
Post No.	BAGASOO Post 02-2023
Level	E-5
Duty Station	Abuja, Nigeria
Posting Period	23 rd December 2023 to 20 th January 2024
Reporting Date	1 st March 2024
Duration	3 years Fixed Term (with possible extension for another term)
Eligibility	Qualified Nationals of the Banjul Accord Group (BAG) Members States (Cape Verde, Gambia, Ghana, Guinea, Liberia, Nigeria, and Sierra Leone)

Duties and Responsibilities
<ol style="list-style-type: none"> 1. Develop the qualification and experience criteria for the selection and recruitment of the technical staff for the approval of the Executive Director; 2. Assign and distribute duties to the technical staff and conducting overall supervision of their work-related activities; 3. Assist the Executive Director with the technical activities of BAGASOO as well as any other related activities within Member States; 4. Liaise with regional and international aviation-related organizations on technical issues of mutual interest aimed at enhancing the safety of aircraft operations; 5. Ensure the quality of the work of the technical staff through the provision of training, guidance and briefings, as required; 6. Ensure the quality of the technical products of the organization and the harmonization of its documentation;

7. Analyse the technical reports produced by the technical staff before their submission to the Executive Director;
8. Implement the technical recommendations of the Technical Committee as approved/accepted by the Executive Director and/or the Board of Directors;
9. Assist in the planning, development and implementation of the organizations work plan and activities related to the conduct of safety oversight supervision and inspections;
10. Provide guidance to and assisting, as necessary, technical staff in the conduct of their specific duties within Member States;
11. Represent the BAGASOO at international and regional seminars, workshops, conferences, symposia, etc.;
12. Provide guidance to the technical coordinators on the development of training materials related to technical aspects, and participating in the conduct of the technical staff training courses, seminars and workshops;
13. Follow up on the implementation of recommendations forwarded to Member States with respect to BAGASOO activities;
14. Assist the Executive Director in the planning and execution, as necessary, of all additional activities of the organization, such as the:
 - a. of safety oversight-related documentation (guidance material) for the use of Member States; and
 - b. development, publication and maintenance of manuals and handbooks required for the management and administration of the technical programme of the organization;
15. Plan organize, and conduct safety oversight-related seminars, workshops and training courses;
16. Prepare and coordinate the preparation of safety oversight seminars, workshops and training material and ensuring the timely submission of seminar and training material by other officers;
17. Plan and coordinate activities related to the development and updating of technical training manuals and guidance material;
18. Ensure that material required for seminars, workshops and training courses is up to date and readily available;
19. Coordinate the development of guidance material for BAGASOO staff and the technical staff of Member States; integrate the guidance material produced by the BAGASOO Secretariat, consultants or other external organizations;
20. Plan, organize and coordinate all activities related to technical committee regulatory, safety and training.
21. Perform other duties as may be assigned from time to time by the Executive Director.

Qualifications and Experience Requirements

The Technical Support and Training Director may be filled by any person that have minimum qualification and experience requirements stipulated for the positions of Technical Coordinators (flight operations, airworthiness, aerodromes and air navigation services).

In addition, the Technical Support and Training Director shall have the following qualifications and experience:

1. Advanced university degree in Business Administration or management with experience (at least 3 years) in training, curriculum development and needs analysis in aviation related field (preferably airworthiness, or flight operations or aerodromes)
2. Knowledge of training development software including web-based software
3. Knowledge of performance and skills management
4. Sound knowledge of management principles and practices
5. Excellent presentation/facilitation, organizational, analytical, interpersonal and written/oral communication, research and consulting skills

Competencies

1. Judgment and Decision-making: The person is to play a key role in identifying issues quickly, gather relevant information, consider positive and negative impacts and make tough decisions when necessary.
2. Communication: The ability to convey oral communication clearly and concisely; listening to understand, and asking questions to verify understanding.
3. Teamwork: Ability to work with colleagues to achieve the project goals and maintain harmonious working relationships in a multinational environment.
4. Leadership: The person is in a role where serving as a role-model, translating vision to results, developing strategies; gaining support and driving for improvement are valued.
5. Client Orientation: Ability to establish and maintain partnerships with external collaborators, to work and advocate effectively in a consensus-based system and to successfully manage and resolve conflict.
6. Commitment to continuous learning: Willingness to keep abreast of new developments in professional field.
7. Technological awareness: Ability to use contemporary office automation equipment, software, databases.
8. Vision: The person is in a role where the ability to understand and communicate strategic issues is valued.

9. **Building Trust:** The person is in a role where he or she is expected to build an environment of trust through transparent management, placing confidence in others, giving credit to others, following through on agreed upon actions and confidentiality.
10. **Accountability:** The willingness and ability to accept responsibility for oneself and one's responsibilities; taking ownership for actions and outcomes.
11. **Managing Performance:** The person is in a role which is expected to manage the performance of others through delegation, clarification of responsibilities, accurate allocation of resources, monitoring and giving feedback on performance, and fair appraisal.

Languages

Essential

Fluent reading, writing and speaking abilities in English Language.

Desirable

A working knowledge of French or Portuguese is desirable.

Conditions of Employment

Salary and other remuneration attached to this position are under the BAGASOO condition of service. Further details will be communicated to shortlisted applicants.

How to apply

Prospective applicants should send their applications, job fit questionnaire and attach their recent CV and credentials to: vacancies@bagasoo.org.

E-Mail Subject shall be Technical Support and Training Director.

Deadline for ALL submissions is 20th January 2024. Applications received after the closing date will not be considered.



Vacancy Notice

Applications are invited from suitably qualified Nationals of the Banjul Accord Group (BAG) Members States (Cape Verde, Gambia, Ghana, Guinea, Liberia, Nigeria, and Sierra Leone) to fill the position for which job descriptions have been provided below:

Position Information	
Post Title	Technical Coordinator - Airworthiness
Post No.	BAGASOO Post 02-2023
Level	E-4
Duty Station	Abuja, Nigeria
Posting Period	23 rd December 2023 to 20 th January 2024
Reporting Date	1 st March 2024
Duration	3 years Fixed Term (with possible extension for another term)
Eligibility	Qualified Nationals of the Banjul Accord Group (BAG) Members States (Cape Verde, Gambia, Ghana, Guinea, Liberia, Nigeria, and Sierra Leone)

Duties and Responsibilities
<ol style="list-style-type: none"> 1. Provide assistance and guidance to States in the preparation of USOAP CMA activities such as Protocol Question self-assessment and State Aviation Activity Questionnaire review; 2. Provide assistance and guidance to States in developing mitigation or corrective actions addressing SSCs and USOAP findings; 3. Assist in the implementation of ICAO State-specific recommendations on the resolution of safety oversight deficiencies for States; 4. Monitor and provide inputs to States on the formulation of positions related to the amendments to ICAO SARPS in the area of specialization; 5. Conduct an aviation safety audit or other quality assurance activity, as and when requested by States. 6. Develop, review and amend the comprehensive generic civil aviation regulations and technical guidance material in the field of specialization.

7. Assist States in the development, revision and amendment of national civil aviation regulations in the field of specialization.
8. Assist States in the development, revision and amendment of national technical guidance material including policy, procedures, manuals, forms, checklists in the field of specialization.
9. Perform, on behalf of States, licensing, certification, approvals and authorization of service providers, equipment, facilities and personnel and continuing oversight functions including the conduct of inspections and other surveillance activities in the field of specialization.
10. Provide assistance and guidance to States in the development and implementation of State Safety Programmes and National Aviation Safety Plans;
11. Provide assistance and guidance to States in the supervision of Safety Management Systems implemented by service providers;
12. Act as team member or team leader on working missions conducted by BAGASOO or AFI-CIS;
13. Participate in the design, development and review of training courses;
14. Provide assistance in the arrangement and/or conduct training, seminars and workshops in an aviation-related discipline;
15. Provide on-the-job-training to airworthiness inspectors from Member States;
16. Participate in the design and development of aviation tools;
17. Delivery of end-user training and implementation of the safety tools for States;
18. Attend and participate in regional and international seminars, workshops and training courses.
19. Perform any other relevant duty assigned by the Executive Director in the field of specialization.

Qualifications and Experience Requirements

1. University degree in Aeronautical Engineering or an aviation-related technical discipline or diploma in Aeronautical Engineering with aircraft maintenance engineering license, or equivalent recognized professional qualification, preferably on maintenance of large modern aircraft.
2. A minimum of ten (10) years' experience working in a civil aviation authority as an airworthiness inspector.
3. Knowledge of legal responsibilities and administrative procedures for the issuance of documents under State of Registry approval relating to supervision of airworthiness will be an asset.
4. Reasonable level of knowledge of the requirements of personnel licensing, training, and maintenance of competency of maintenance crews concerned with airworthiness.
5. Knowledge of aircraft inspection and airworthiness certification requirements.

6. Experience in the preparation, approval and use of maintenance-related Operator Manuals i.e. MCM, MEL, aircraft maintenance programs etc.
7. Experience in the preparation and approval of maintenance crew training and checking programmes would be an asset.
8. Sound knowledge of relevant ICAO Standards and Recommended Practices and related documentation.
9. Experience in providing training and/or conducting seminars and workshops in an aviation-related discipline.
10. Experience in providing OJT training in aviation and airworthiness-related discipline.
11. Fluent reading, writing and speaking abilities in English. A working knowledge of a second official language of the Organization (French or Portuguese) is desirable.
12. Experience as an Aircrafts Airworthiness Auditor within the USOAP-CMA Programme, is desirable.
13. Experience participating in, and providing service to, regional or international meetings, is desirable.
14. Experience working in a multi-national and multi-cultural environment, is desirable.

Competencies

1. Judgment/decision – making: Proven ability to take ownership of all responsibilities and to honour commitments, to exercise mature judgment, to recognize key issues and analyse relevant information, to make feasible recommendations and to take sound decisions.
2. Communication: Ability to write clearly and concisely and to present articulate verbal reports in English.
3. Teamwork: Ability to work with colleagues to achieve the project goals and maintain harmonious working relationships in a multinational environment.
4. Leadership, vision and management of performance: Demonstrated ability to plan and guide the work of a technical team in a multinational environment, to identify priorities and adjust them as required.
5. Client Orientation: Ability to establish and maintain partnerships with external collaborators, to work and advocate effectively in a consensus-based system and to successfully manage and resolve conflict.
6. Commitment to continuous learning: Willingness to keep abreast of new developments in professional field.
7. Technological awareness: Ability to use contemporary office automation equipment, software, databases.

Languages

Essential

Fluent reading, writing and speaking abilities in English Language.

Desirable

A working knowledge of French or Portuguese is desirable.

Conditions of Employment

Salary and other remuneration attached to this position are under the BAGASOO condition of service. Further details will be communicated to shortlisted applicants.

How to apply

Prospective applicants should send their applications, job fit questionnaire and attach their recent CV and credentials to: vacancies@bagasoo.org.

E-Mail Subject shall be Technical Coordinator – Airworthiness.

Deadline for ALL submissions is 20th January 2024. Applications received after the closing date will not be considered.



Vacancy Notice

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Position Information	
Post Title	Technical Coordinator – Flight Operations & Personnel Licensing
Post No.	BAGASOO Post 02-2023
Level	E-4
Duty Station	Abuja, Nigeria
Posting Period	23 rd December 2023 to 20 th January 2024
Reporting Date	1 st March 2024
Duration	3 years Fixed Term (with possible extension for another term)
Eligibility	Qualified Nationals of the Banjul Accord Group (BAG) Members States (Cape Verde, Gambia, Ghana, Guinea, Liberia, Nigeria, and Sierra Leone)

Duties and Responsibilities
<ol style="list-style-type: none"> 1. Assist in the implementation of ICAO State-specific recommendations on the resolution of safety oversight deficiencies for BAG States. 2. Assist in the arrangement of workshops, seminars and training programmes for inspectors within the BAG States. 3. Assist States in the development/amendment of regulations in the field of specialization. 4. Assist States in the development/amendment of technical guidance material including policy, procedures, manuals, forms, checklists in the field of specialization. 5. Assist inspectors in the performance of certification/approvals/authorization of service providers, equipment, facilities and personnel and continuing oversight functions

including the conduct of inspections and other surveillance activities in the field of specialization.

6. Provide on-the-job-training to operations inspectors during certification and inspection missions to BAG States or when requested to conduct a safety audit, from those States.
7. Attend and participate in the seminars, workshops and training courses organized under the project.
8. Perform any other relevant duty assigned by the Executive Director in the field of specialization.

Qualifications and Experience Requirements

1. Considerable flight crew experience as pilot-in-command preferably on modern, heavy turbojet aircraft with substantial experience as a Government Flight Operations Inspector.
2. Experience at inspectorate level with Civil Aviation Administration, directly associated with the preparation and responsibility for implementation of rules, regulations, operating manuals and flight and ground procedures deemed necessary for flight safety, inspection and certification.
3. Knowledge of legal responsibilities and administrative procedures for the issuance of documents under State of Registry approval relating to supervision of flight operations.
4. Knowledge of the requirements for personnel licensing systems, and of the training and maintenance of competency of flight, cabin, and ground crews concerned with flight operations.
5. Experience in the preparation, approval and use of Flight Operations Manuals and other flight documentation.
6. Experience in the preparation and approval of flight training and checking programmes.
7. Sound knowledge of ICAO Standards and Recommended Practices and related documentation.
8. Experience in the OJT training of Operations Inspectors

Competencies

1. Judgment/decision – making: Proven ability to take ownership of all responsibilities and to honour commitments, to exercise mature judgment, to recognize key issues and analyse relevant information, to make feasible recommendations and to take sound decisions.
2. Communication: Ability to write clearly and concisely and to present articulate verbal reports in English.
3. Teamwork: Ability to work with colleagues to achieve the project goals and maintain harmonious working relationships in a multinational environment.
4. Leadership, vision and management of performance: Demonstrated ability to plan and guide the work of a technical team in a multinational environment, to identify priorities and adjust them as required.
5. Client Orientation: Ability to establish and maintain partnerships with external collaborators, to work and advocate effectively in a consensus-based system and to successfully manage and resolve conflict.
6. Commitment to continuous learning: Willingness to keep abreast of new developments in professional field.
7. Technological awareness: Ability to use contemporary office automation equipment, software, databases etc.

Languages

Essential

Fluent reading, writing and speaking abilities in English Language.

Desirable

A working knowledge of French or Portuguese is desirable.

Conditions of Employment

Salary and other remuneration attached to this position are under the BAGASOO condition of service. Further details will be communicated to shortlisted applicants.

How to apply

Prospective applicants should send their applications, job fit questionnaire and attach their recent CV and credentials to: vacancies@bagasoo.org.

E-Mail Subject shall be Technical Coordinator – Flight Operations & Personnel Licensing.

Deadline for ALL submissions is 20th January 2024. Applications received after the closing date will not be considered.



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Position Information	
Post Title	Legal Adviser
Post No.	BAGASOO Post 02-2023
Level	E-3
Duty Station	Abuja, Nigeria
Posting Period	23 rd December 2023 to 20 th January 2024
Reporting Date	1 st March 2024
Duration	3 years Fixed Term (with possible extension for another term)
Eligibility	Qualified Nationals of the Banjul Accord Group (BAG) Members States (Cape Verde, Gambia, Ghana, Guinea, Liberia, Nigeria, and Sierra Leone)

Duties and Responsibilities
<ol style="list-style-type: none"> 1. Provide advice and assistance on constitutional, administrative and procedural matters, on questions of public and private international law, air law, commercial law, administrative law and on other fields of law as required. 2. Provide support to Member States in Legal aspects of aviation safety and security. 3. Provide support to Member States CAAs, ANSPs in the application of appropriate knowledge and advocacy in the application of air law in the relevant areas. 4. Guide and support Member States on the requirements of ICAO law making process with regards ratification of international treaties. 5. Assist Member States in preparing for safety and security assessment/ audit. 6. Provide legal support in air accident and incident investigation and aeronautical search and rescue. 7. Conduct legal research and analysis on matters related to or falling within the given assignment.

8. Provide legal explanations and advice on such issues where clarifications are needed.
9. Draft primary and secondary civil aviation legislation and other legal instruments.
10. Review service provider service level agreements.
11. Assist Member States in Legislation, Organisation and Resolution of safety Concerns.
12. Participate with BAGASOO in conducting pre - audit of Member States in the LEG audit areas.
13. Conduct on ad hoc basis orientation training on the general overview of the legal framework of International Civil Aviation.
14. Provide assistance in any other matter within the scope of knowledge and expertise of the legal expert.

Qualifications and Experience Requirements

1. A university degree in law & enrolment to the Bar where applicable.
2. Knowledge of air Law.
3. Relevant experience at senior level in Civil Aviation i.e, the practice of public international law, in particular air law and treaty laws.
4. Experience at the international level dealing with matters that go beyond national boundaries is desirable.
5. Experience in drafting Civil aviation laws and regulations.
6. Knowledge of and the management of ICAO SARPs.
7. Knowledge of and management of civil aviation policy and regulations.
8. Knowledge of civil aviation legislation, and organization.
9. Understanding of the legal framework for aviation safety and security.
10. Understanding Safety Management and its relevance in the context of regulatory functions.
11. General knowledge of and experience in the aviation industry practice and related matters.
12. Knowledge and or experience in alternative dispute resolution
13. Ability to provide advice on legal and external relations matters.
14. Ability to prepare assignment reports and similar documents.

Competencies

1. Judgment/decision – making: Proven ability to take ownership of all responsibilities and to honour commitments, to exercise mature judgment, to recognize key issues and analyse relevant information, to make feasible recommendations and to take sound decisions. Proven ability to plan, manage, coordinate and/or supervise assigned area of work, ensuring quality and timeliness of outputs. Sound analytical and decision-making skills. Ability to recognize key issues and recommend feasible solutions to problems.

2. Communication: Excellent communication skills. Ability to write clearly and concisely and to present articulate verbal reports in English.
3. Teamwork: Ability to maintain harmonious working relationships in a multicultural environment. Ability to work with colleagues to achieve the project goals and maintain harmonious working relationships in a multinational environment.
4. Leadership, vision and management of performance: Demonstrated ability to plan and guide the work of a technical team in a multinational environment, to identify priorities and adjust them as required.
5. Client Orientation: Highly developed negotiating skills. Diplomacy, resourcefulness and tact. Ability to establish and maintain partnerships with external collaborators, to work and advocate effectively in a consensus-based system and to successfully manage and resolve conflict.
6. Commitment to continuous learning: Willingness to keep abreast of new developments in professional field.
7. Technological awareness: Ability to use contemporary office automation equipment, software, databases.

Languages

Essential

Fluent reading, writing and speaking abilities in English Language.

Desirable

A working knowledge of French or Portuguese is desirable.

Conditions of Employment

Salary and other remuneration attached to this position are under the BAGASOO condition of service. Further details will be communicated to shortlisted applicants.

How to apply

Prospective applicants should send their applications, job fit questionnaire and attach their recent CV and credentials to: vacancies@bagasoo.org.

E-Mail Subject shall be Legal Adviser.

Deadline for ALL submissions is 20th January 2024. Applications received after the closing date will not be considered.