

Operations Planner (Pre-Ops Controller)

Titan Airways is looking for an Operations Planner to join their team. Reporting to the Operations Planning Manager and in turn the Head of Operations, Operations Planners are responsible for the operational forward planning of our flying programme as follows:

Responsibilities:

- Evaluating the operational deliverability of Commercial requests
- Liaising with other company departments proactively and reactively to ensure that any issues are addressed that may impact on the future operation
- Pre-Planning of flights to ensure all necessary arrangements are made, including but not limited to ground handling, fuel, permits, hotels and transport
- Briefing Operations and Flight Operations Personnel on all future flights pertaining any information that may be necessary for the safe conduct of the flight
- Checking NOTAM and other aviation materials for restrictions
- Obtain and maintain internal 'Risk Champion' accreditation so they can ensure a risk assessment has been completed prior to any out of area operations
- Supporting Crewing with the rostering of crew where required and any logistical issues as required (Hotac/Transport)
- APIS Crew list and visa management

The following requirements are essential for this role:

- Ability to work Monday to Friday 09:00-17:30
- Ability to travel or undertake courses away from home base on an occasional basis
- 3 years' working in an Operations Control or Planning Department
- Computer literate, proficient in Microsoft Office Suite
- Right to live and work in the UK
- Ability to provide information to enable five year referencing
- Fully vaccinated against COVID-19 (unless medically exempt)

Additional desirable requirements:

- Previous experience of both Cargo and Passenger Operations
- Holder of an FAA Dispatch Licence or equivalent Aviation Qualification

To apply, please email recruitment@titan-airways.co.uk with a covering letter and CV before close of business on 30th November 2021