



VACANCY ANNOUNCEMENT

The African Civil Aviation Commission wishes to announce, in line with the AFCAC Service Code, that the following vacancy will be available at its Headquarters based in Dakar, Senegal.

- **2021/01/P/300321: Director of Aviation Safety, Security and Infrastructure**

The Commission encourages all interested persons from its member States to forward their applications directly to AFCAC using any of the following:

Email: secretariat@afcac.org

Fax number: + 221 33 820 70 18

Address: Route de l'Aéroport Léopold Sedar Senghor, BP 8898 Dakar, Senegal

The form to be completed can be found on the AFCAC website: www.afcac.org

Applicants should also submit with their application:

1. Updated Curriculum Vitae (CV)
2. Scanned copies of relevant certified educational qualifications
3. Any additional document that may be stated as required.

Please note that any Candidate whose State of nationality has not fulfilled its financial obligations to AFCAC over a period of two (2) years or more will not be considered in accordance with Article 18 of AFCAC Constitution.

The deadline for receiving applications is 31 May 2021.

Please note that

1. AFCAC may decide at any time not to continue with the recruitment process regarding the position taking into consideration the prevailing circumstances at the relevant time;
2. Applications received after the deadline shall not be considered;
3. Applications not submitted in accordance with the AFCAC application format will also be rejected;
4. Applications submitted electronically should be both in Word and PDF format;
5. Suitably qualified women are strongly encouraged to apply;
6. Only applicants who are under serious consideration will be contacted and interviewed;
7. AFCAC will not respond to queries regarding information on the status of the vacancies.
8. Recruitment is at the African continent level

DURATION OF APPOINTMENT:

Fixed term contract of three years and may be renewed on one term only on mutual agreement subject however to one (1) year period of probation of satisfactory performance.

OBLIGATIONS AND PRIVILEGES

AFCAC staff members are international public servants subject to the authority of the Secretary General and their conditions of Service are regulated by the AFCAC Service Code and Manuals.

AFCAC staff members are expected to conduct themselves in a manner befitting their status as international public servants.

CLASSIFICATION OF POSTS AND STAFF

The classification of posts and Staff will be in accordance with the AFCAC Service Code.

SALARIES AND ALLOWANCES

The salaries and the allowances are in accordance with the AFCAC Service Code relevant to the position.



AFRICAN CIVIL AVIATION COMMISSION (AFCAC) Vacancy Notice

JOB DESCRIPTIONS FOR RECRUITMENT OF DIRECTOR OF AVIATION SAFETY, SECURITY AND INFRASTRUCTURE

POSITION INFORMATION

Current Title	Director of Safety and Technical Services	Approved Title	Director of Aviation Safety, Security and Infrastructure
Current Classification Level	P5 - I	Approved classification Level	
Post number	2021/01/P/300321	Position classified by	
Cost Centre	AFCAC BUDGET	Posting Period:	From March 30 to May 31, 2021
Fixed Term Contract	Three years	Remuneration package (Annual)	Total annual Net Salary: 86,904 USD + any applicable entitlements
Reports to Position/Title	Secretary General	Duty Station	AFCAC Headquarters Dakar, Senegal
Position Type	Budgeted		
Special Notice:	Fixed term contract of three years, subject to one (1) year period of probation of satisfactory performance.		

THE ORGANIZATION SETTING

The African Civil Aviation Commission (AFCAC) is a specialized agency of the African Union responsible for Civil Aviation matters in Africa. Its objectives are to coordinate civil aviation matters in Africa and to cooperate with the International Civil Aviation Organization (ICAO) and other bodies, which are involved, in the promotion and development of civil aviation; and, as an Executing Agency of the Yamoussoukro Decision (YD), AFCAC facilitates, coordinates and ensures the successful implementation of the Single African Air Transport Market (SAATM).

The mission of AFCAC is to facilitate cooperation and coordination among African States towards the development of an integrated and sustainable air transport system and foster the implementation of ICAO Standard and Recommended Practices (SARPPs); and the Commission's vision is to have a liberalized, safe, secure, environment friendly, reliable, sustainable and modern air transport industry in Africa.

AFCAC's main responsibility as the Executing Agency (EA) is to ensure the consistent and full implementation of the Yamoussoukro Decision (YD) and the realization of the Single African Air Transport Market (SAATM) towards contributing to the African Union Agenda 2063. The objective is, amongst others, to facilitate seamless and smooth operationalization of the SAATM to ensure the sustainable development of air transport and those activities of the Executing Agency (EA) facilitate the growth of the intra-African Air Transport Market.

The EA's role, therefore, ensures the even-handed enforcement of the YD and the EA's regulatory oversight responsibilities across all AU member States and their consistent application of and adherence with the Regulatory and Institutional Legal Instruments of the YD, its Operational Rules and Procedures. It also ensures that the operationalization of the SAATM creates a conducive environment for sustainable development of air transport in Africa.

The Director of Aviation Safety and Infrastructure reports to the Secretary General.

SUMMARY OF FUNCTIONS AND RESPONSIBILITIES-IMPACT OF OUTCOME OF THE POSITION

The Director of Aviation Safety and Infrastructure has the overall managerial responsibilities of the Directorate of Aviation Safety and Infrastructure by supervising and coordinating the work of the staff members of the Directorate. He/she promotes the implementation of AFCAC policies in Aviation Safety, Aerodromes and Air Navigation Services. He/she directs the execution of AFCAC aviation safety and infrastructure development programmes for the benefit of the Members States. He/she also ensures the development of regulatory mechanisms in the field of Aviation Safety, Security and Infrastructure.

MAJOR DUTIES AND RESPONSIBILITIES

- Responsible for the direction and coordination of the Directorate of Aviation Safety, Security and Infrastructure and monitor/follow-up on the relevant policies, reports and documents in these fields;
- Participates and contributes to the development of a regulatory mechanism in the field of aviation safety, security and infrastructure;
- Promotes and fosters the development of a common aviation safety, security and infrastructure policy in Africa;
- Promotes and fosters the harmonization of the rules and regulations in the field of aviation safety, security and infrastructure;
- Promotes both efficiency and efficacy of the African civil aviation industry;
- Fosters the exchange of information relating to civil aviation safety and infrastructure among African States;
- Contributes to the enhancement of a strong culture among all Member States in the field of civil aviation for safety, security and Infrastructure;
- Contributes to the establishment of measures regarding aviation safety operations and programmes related to infrastructure and work in close collaboration with Air Navigation Service Providers and Airport Authorities;
- Participates in the establishment and development of a training programme in the field of Aviation Safety, security and Infrastructure for the stakeholders of the civil aviation sector in Africa;
- Fosters the implementation of ICAO Standards and Recommended Practices (SARPs) for the safety, security and regularity of the civil aviation sector;
- Contributes to the development and implementation of measures aiming at the protection of the environment ;
- Provides necessary support to the Secretary General and contributes with solutions to the issues facing the African civil aviation in the field of both Aviation Safety and Security;
- Represents AFCAC in international meetings on aviation safety, security and infrastructure;
- Participates in and/or supervise, as necessary, the working groups, committees and sub-committees pertaining to aviation Safety, Security and Infrastructure;
- Drafts Working Papers for the Plenary Session, the Bureau and for any other meeting to which AFCAC's participation as required;
- Assists Member States to prepare for ICAO audits and address both their Safety and Security deficiencies;
- Assists in the development and implementation of aviation safety and security targets as well as facilitating the maintenance of data on the status of achievement by Member States;
- Coordinates technical cooperation and assistance programs to achieve an enhanced level of aviation safety and security through collaboration with all key Stakeholders which include the AFI-CIS, AFI-CES, airports & air navigation service providers;
- Drives initiatives to strengthen RSOOs and capacity building through the sharing of information and best practices;

- Assists in the establishment of a Common Platform among RSOOs, CAAs, ANSPs, Airports and ATOs to share experiences and best practices in order to enhance efficiency;
- Facilitates the establishment of systems to enable seamless ATM services in accordance with the Abuja Safety Targets;
- Manages and coordinates the work of the Security Programme of AFCAC as well as facilitating transfer of knowledge and best practices including the SARPs to Member States countries.
- Organize meetings and initiate studies in case of necessity and keep the related records;

WORK RELATIONSHIPS AND CONTACTS

Inside the Organization

- Secretary General
- Director of Air Transport
- Other Technical Personnel of AFCAC
- AFCAC Secretariat
- Members of working groups, experts groups, committees and sub-groups

Outside the Organization

- ICAO and other International Organizations
- Various partners
- Organizations and other bodies in the civil aviation
- Sister Organizations and other Stakeholders

QUALIFICATIONS AND EXPERIENCE

Educational Background:

- An advanced level university degree (Master's Degree or equivalent) in an aviation related field, or other scientific or technical discipline in Civil Aviation, management, administration, economics, law or related discipline.

Professional experience and knowledge:

- Excellent knowledge of the sector of civil aviation in Africa and having worked for at least 12 years within the sector;
- Familiarity with civil aviation activities in the region and with the work of other related international organizations, regional and sub-regional bodies and groupings of States;
- Experience working in an international environment;
- Excellent written and verbal communication;
- Substantial practical experience in the planning and administration of civil aviation programmes, particularly in Aviation Safety, Security and Infrastructure and rising to an executive level of responsibility;
- Proven management skills and competencies;
- Demonstration of commitment and ability to adapt;
- Ability to work in a multicultural and multi-lingual environment;
- Knowledge in the development and implementation of policies and strategies in Civil Aviation;
- Experience in the organization and piloting of projects and studies with national and international dimensions.

Language skills:

- Excellent written and oral communication skills in English and /or French. Working knowledge of a second language of the Organization (Arabic, English, French, Portuguese or Spanish is an asset).

Competencies

- Excellent verbal and written communication skills
- Proven skills in interpersonal relations and group dynamics
- Negotiating skills
- Ability to research, analyse and interpret technical reports
- Presentation skills
- Analytical skills
- Results Oriented
- Critical thinking
- Judgment and Decision Making
- Initiatives

PERFORMANCE INDICATORS

- Quality of negotiations conducted
- Number and quality of reports produced
- Quality of AFCAC representation in international meetings
- Number of African States that resolved safety deficiencies
- Level of participation of African States in AFCAC projects/programmes

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