



PUNJAB PUBLIC SERVICE COMMISSION
LDA PLAZA- Edgerton Road, Near Aiwan-e-Iqbal, Lahore

JOB DESCRIPTION FOR THE POST OF FLIGHT ENGINEER
CASE NO. 21C2024

Main Responsibilities and Tasks

- Perform Flight Engineer as Per Mi-171E helicopter Flight Manual. Organization Flight Operation Manual and assist Pilot-in-Command & Copilot as per competency Certificate.
- Support the Pilot-in-Command in the maintenance of a proper standard of crew discipline, conduct and personal appearance. To carry out such duties concerning the flight, in accordance with Organization Standard Operating Procedures, including procedures, limitations and performance relating to Mi-171E helicopter, as allocated to him by the Pilot-in-Command.
- Seek and receive information and / or explanation from the Pilot-in-Command, as may be necessary to fulfill his functions as FE.
- Ensure the Availability and Serviceability of the helicopter before flight and completion of all safety, Security functions concerning the helicopter.
- Setting up ground handling, appropriate facilities (weight restrictions, parking, aircraft servicing, hangarage, etc).
- Ensuring fuel is being arranged and fuel releases relayed in a timely manner.
- Participates in the safety management system and helicopter audits.
- Participate in Crew briefing / de-briefing on Flight, weather condition and on availability / serviceability of Radio Navigation and approach aids.
- Maintain record of helicopter inventory items, on board documents, fuel uplift and usage, aircraft flying hours, crew flying hours, passengers manifest (as applicable).
- Performing maintenance in his trade as per PCAA approved scope of work of Aviation Flight (RW).
- Ensure satisfactory completion of all tasks / work required in accordance with Mi-171E helicopter Flight Manual / operation Manual and quality of workmanship in the final product is to the standard acceptable to the organization and PCAA.
- Ensure that all relevant entries are made in the Helicopter documents after Flight and will maintain record for any PCAA or Government audit.
- He will review Airframe documents before flight and present the due maintenance or faults to Pilot in Command.

- Take immediate action if any unairworthy condition or a deviation from Operation Manual / Flight Manual or PCAA regulation is observed / found. Officially report / inform without any delay to Pilot in Command.
- Follow Safety Policy and human factor principles in the Aviation Flight (RW), conforming to the Organization commitment made by the Chief Pilot.
- He will not divulge and information about Aviation Flight (RW), its operation and maintenance or discuss its plans with any unauthorized person.

Occasional Tasks & Responsibilities

- Assumes any additional duties Technical or Non-Technical delegated by the Pilot in Command or Accountable Manager
- Must have sufficient Computer skills to formulate Helicopter Airframe and its aggregates operational Data.
- Ensure his medical fitness and submit medical certificate / reports to organization as per PCAA regulations.
- Get himself fully conversant with ANO 145 and PCAA Regulations.
- Keep himself abreast with advancements made in Helicopter Flying & operation techniques in Aviation industry.

END OF DOCUMENT