



### Flight Line Supervisor

Department: Maintenance

Reports To: Program Manager operationally,  
Maintenance Manager technically

FSLA Status: Exempt

Approved Date: 11/9/2010

#### Position Summary:

Supervises mechanics and technicians in support of MQ-9 Unmanned Aircraft System organizational maintenance. Inspects, troubleshoots and performs scheduled and unscheduled organizational level maintenance utilizing applicable US Air Force directives/instructions on MQ-9 Remotely Piloted Aircraft (RPA). Maintains repairs and modifies aircraft structures, structural components and engines of complex to extreme difficulty, maintains and repairs aircraft components including but not limited to flight controls, engines, hydraulics, pneumatics, fuel systems and mechanical components, and applies technical knowledge of airframe and power plant systems in determining equipment malfunctions and applies technical expertise in restoring equipment condition and operation. Applies professional technical expertise and guidance to solve complex problems by interpreting technical data such as blueprints or manufactures' manuals.

#### Essential Duties and Responsibilities:

- Performs and supervises post-flight, thru-flight, pre-flight, acceptance, and transfer inspections, launch, recovery, towing, servicing, and ground handling actions.
- Removes and replaces line replaceable units & flight control components.
- Ensures complete and accurate documentation of AFTO 781 series forms and Integrated Maintenance Data System (IMDS) in accordance with US Air Force directives.
- Identifies and communicates maintenance and support requirements to the flight line expediter or production supervisor.
- Performs RPA & equipment packing/shipping to fulfill worldwide mobility tasking.
- Deploys in support of worldwide mobility tasking as directed by higher headquarters.
- Provides technical training and task evaluations to assigned personnel.
- Responsible for hiring, training, mentoring, promoting, and correcting performance for assigned personnel.

- Identifies discrepancies on maintaining, servicing and inspecting aircraft and related aerospace equipment and develops solutions.
- Uses and enforces the use of TO's and technical data to diagnose and solve maintenance problems on aircraft systems.
- Supervises and performs removals and installations of aircraft components.
- Conducts functional tests of repaired components and systems.
- Supervises and performs adjustments, alignments and aircraft system rigs in accordance with approved aircraft maintenance procedures.
- Supervises and performs aircraft jacking, lifting, and towing operations.
- Supervises and performs aircraft component inspections.
- Ensures compliance with published safety guidelines.
- Inspects and checks components for clearances, tolerances, proper installation and operation.
- Operates and inspects powered and non-powered aerospace ground equipment.
- Inspects and identifies aircraft corrosion for prevention and repair.
- Reviews aircraft maintenance forms/records and enters data into these forms and IMDS to ensure all data is accurate and complete. Provides direct supervision for employees to correct errors.
- Reviews maintenance data collection summaries to determine trends and production effectiveness. Provides recommendations and solutions to negative trends.
- Coordinates maintenance plans and schedules to meet operational commitments.
- Determines proper maintenance procedures to repair and return systems and components to maximum efficiency.
- Supervises and assists in launching and recovering of aircraft.
- Supervises and performs crash recovery duties.
- Maintains aircraft equipment and has responsibility for inventory of this equipment.
- Submits material, product and software deficiency reports.
- Should be Weight and Balance Certified/Qualified.
- Evaluates operational status and to provide assistance in solving maintenance, supply, and personnel problems.
- Interprets and discusses inspection findings, and develops and recommends action to correct deficiencies.
- Implements and trains personnel on the BFS Quality Management System. Responsible for achieving quality objectives and performance standards. Identifies non-conformances and develops corrective action plans to prevent recurrence. Implements continuous improvement to increase the effectiveness of the BFS Quality Management System.
- Prioritizes maintenance and repair functions and assigns work assignments to lower level mechanics.
- Performs, conducts and coordinates maintenance training and assigns Trainers.

- Conducts and documents employee performance reviews.
- Performs all other duties as assigned or directed.

Required Education and/or Experience:

Associates Degree. Nine (9) years of hands-on aircraft maintenance supervisory experience. Ability to obtain Secret Security Clearance. US Citizen or proper immigration status. At least one (1) year of experience working with the MQ-9 Reaper.

Skills and Characteristics:

Strict attention to detail and compliance with polices, procedures and work instructions. Excellent communication skills both written and verbal. Strong leadership skills which motivate all employees to work as a team and achieve superior team performance.

Physical Requirements:

Ability to lift up to 50 pounds