

Regal Air

Certified Flight Instructor

Job Description

Title Certified Flight Instructor

Department(s) Flight

Reports to Chief Flight Instructor

Job summary

Provide flight, simulator, and ground instruction in accordance with Part 61 and 141, FAA regulations, Airmen's Information Manual, advisory circulars, airport operations, and Regal Air policies and procedures. Schedule students, maintain records, and ensure that course standards, training requirements, and objectives are met by each student in each flight course. Eligibility for 135 charter pilot employment if required.

Summary of essential job functions

Contact and meet with potential new customers. Conduct tours of facilities and familiarize customers with Regal Air's policies, procedures, and flight training courses.

Perform those flight instructor duties authorized by the Federal Aviation Regulations in accordance with the approved Training Course Outline.

Ensure all students understand and practice all aspects of Regal Air's Aviation Safety Program.

Regularly schedule each assigned student to ensure satisfactory progress through the course and immediately inform supervisor of any delays in training or satisfactory progress.

Responsible for accurately maintaining all appropriate records to include student training record, student logbook, and computer records.

Ensure that course standards, training requirements, and objectives are met by all assigned students as stipulated in the applicable Training Course Outline.

Initiate stage check requests for assigned students.

Responsible for the timely course completion of all flight students assigned, including completion of required paperwork.

Monitor the maintenance condition of the training aircraft, and inform Regal Air maintenance personnel of any questionable items.

Recommend curriculum and courseware improvements when appropriate and develop new curriculum or courseware as assigned.

File incident reports as necessary to report any observed safety violations, or situations that may affect the safety of flight.

Attend administrative, standardization, in-service training, and instructor development meetings as assigned.

Potential FAA part 135 charter pilot duties if selected.

Other duties as assigned.

Minimum requirements

500 hours total logged flight time. 100 hours cross country, including 25 hours night cross country.

FAA Certificated Flight Instructor, Airplane Single Engine Land; Instrument Instructor, Multi-Engine Instructor preferred.

Must hold a current FAA Class I, or Class II Medical Certificate.

Pass Regal Air's initial and on-going drug and alcohol testing program if required.

Abilities required

Aircraft piloting skills, including familiarity with and ability to perform required flight maneuvers and procedures.

Knowledge of and ability to apply effective instructional technique in the classroom and in flight.

Knowledge of appropriate Federal Aviation Regulations and related administrative and operational procedures and requirements.

Ability to work well under pressure in fast-paced and noisy environment while exercising sound judgment at all times.

Strong customer service skills.

Productivity and Performance

Perform an average of 40 instructional hours per two-week pay period.

Maintain 80% pass rate for final review and stage checks.

Salary & Benefits

Depending on experience, \$18-22 per hour for flight and ground instruction billed. No paid vacation, sick leave, or medical/dental benefits associated with this job description. Eligible for discounted rental and instruction rates after 90 days employment.

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified, nor shall this document be considered a contract for employment. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.