

Job Description

Job Title:	Aviation Wingman			
Employer:	SOL PETROLEUM BERMUDA LIMITED			
Location:	Bermuda			
Available to:	Yes	Current Sol staff	Yes	External Applicants
Reports to:	Aviation Supervisor			
Subordinates:	N/A			
Purpose:	<ul style="list-style-type: none"> To provide the following services to the Operator in accordance with operations, safety and quality control standards prescribed by the Operator. To receive, store and distribute aviation fuel to customers in accordance with established operating procedures, safety and quality control requirements and standards prescribed by the Operator. To complete all safety reports, delivery tickets, certificates, logbooks and other documentation in accordance with operating procedures. To maintain safety standards required for all job functions (aircraft refuelling, refueller loading, tank draining, driving of refuellers and other vehicles in all weather conditions, surfaces and runway apron, emergency procedures etc). To act as first point of contact with customer and to maintain 			
Accountabilities:	<ul style="list-style-type: none"> 60% Refuelling, including related documentation. 30% Plant and Equipment Checks; and 10% other documentation <p>Plant:</p> <ul style="list-style-type: none"> Support daily fuel transfers from terminals. Execute assigned plant duties from the Shift Supervisor or Superintended Ensures that the required periodic checks for plant equipment are completed and documented. Complies with plant maintenance and emergency procedures as specified by Operation Standards and upgraded from time to time. Ensures that the following procedures are completed and recorded: <ul style="list-style-type: none"> Product sampling from all tanks, tank sumps filters. refuellers etc. and other low points and returning such product to the recover vessels. Dipping and reconciling of all storage tanks daily. Documenting temperature and density for each storage tank daily following established procedures. Dipping tanks before and after transfer of product and recording dips in the logbook. Colorimetric membrane test once a month or each mobile and plant filter outlet. Checking of all measuring equipment periodically. Removals and cleaning of nozzle strainers on a weekly basis. Checking of all bounding cables located on mobile equipment and plant equipment on a weekly basis. Reports and documents all abnormal equipment operation and mechanical problems as soon as they occur or are observed. 			

- Checks all emergency plant equipment (fire system, power generator, alarm verification) on a weekly basis and documents any deficiencies.
- Checks truck interlock system daily before using the unit, completes and documents weekly check, completes and documents interlock override switch monthly.

Driving and Refuelling

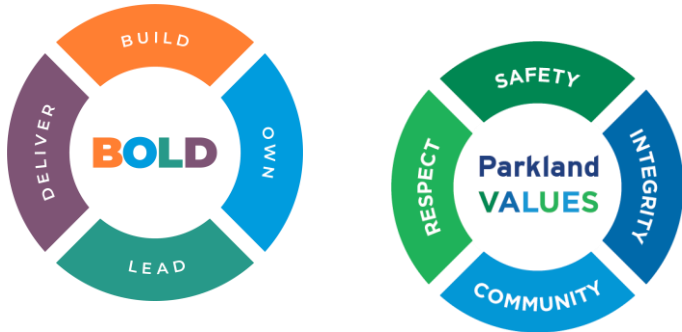
- Safely driving refueller truck in and outside airport areas
- Correctly completes fuelling assignment following established procedures including completion of all pertinent documentation.
- Safely drives fuelling equipment following established procedures.
- Performs Clear & Bright quality test on each fuelling to ensure prevention of contamination.
- Shows Clear and Bright quality test result to customer and documents results on the delivery ticket.
- Observes and documents Differential Pressure on each fuelling.
- Monitors deadman switch operation on each fuelling and records abnormal operation in the logbook.
- Records deadman Switch opening time, closing time and volume in the logbook on a weekly basis.
- Calculates rates for cash sales, using rate sheets provided, and takes cash from customers and issues receipt.

Secondary Function – To be undertaken in the absence of the Aviation Mechanic or if called upon to do so on occasion by his supervisor.

- Assist in keeping in good working order all vehicles and plant equipment owned by the Operator.
- Assist in keeping the workshop, maintenance room & storerooms clean, tidy and safe.
- Assist in maintaining in a safe working order all tools and equipment.
- Assist in checking truck and pickup engines, cooling system, tires and electrical system daily before the unit is used, completes and documents daily, weekly, monthly, bi-annual and annual checks.
- Completes and documents interlock override switch monthly.
- Use light vehicles to collect parts and supplies from time to time.

Safety

- Participates in safety related programs and complies with set objectives.
- Participates in all safety activities and programs required by the Operator, including the Observation program.
- Program and Unsafe Condition/Near Miss reporting system and safety/emergency exercises.
- Attends all training sessions provided by the Operator, agents of the Operator, Airlines, Contractor or agents of the Contractor required for the effective performance of the position.
- Assists with on-the-job training of Trainees as may be required from time to time.
- Performs any other activity assigned by the Supervisor.

BOLD Behaviours and Values	<ul style="list-style-type: none"> • Be an ambassador and supporter of our BOLD leadership behavior and values. • When we are BOLD, we create a work environment where we can thrive and excel through continuous improvement, whether we are an individual contributor, manager, director, or the senior leadership team. <div data-bbox="521 149 1198 478">  </div>
Qualification Requirements:	<ul style="list-style-type: none"> • Certification in Automotive Mechanics • High School Diploma • Working knowledge of Microsoft Office software. • Basic knowledge of automotive mechanic and on- the-job training in aviation operations for a period over five (5) years • Heavy vehicle driving license.
Other Competency Requirements:	<ul style="list-style-type: none"> • A minimum of three years of experience in a similar position. • Demonstrated ability to function in a team (Team Player) • Well organized, with excellent verbal and written communication skills • Competent in Microsoft Office Software, particularly Excel and Word
Other Information:	<p>In addition to a basic salary, the successful applicant will be eligible to participate in The Sol Group Pension Scheme and its non-contributory Group Health</p>
Application Procedures:	<p>Applications must be submitted by completing the Sol Job Application Form available on the Sol website at solpetroleum.com and submitted via e-mail to careers@solpetroleum.com on or by Dec 1st, 2023. Applicants must meet all the requested information to be considered. Certified copies of relevant certificates will be requested for those applications under consideration. Only suitable applications will be acknowledged.</p>