



Jet East is NOW Hiring a Service Hub Lead Technician in White Plains, NY

Jet East is a corporate aircraft maintenance company dedicated to providing our customers with aircraft maintenance service that is worry-free, on time, and second to none. We service a vast array of aircraft, providing services ranging from routine inspections to the most unique and challenging repairs.

We are currently seeking an experienced, professional and confident Lead Technician who work well with minimal supervision to join our growing team in HPN.

The Service Hub Lead will report to the Service Hub Supervisor. This Technician will have a significant impact on the base operation, have high energy, and be very motivating. They will lead a crew of technicians and the workflow of aircraft maintenance at the base location to meet the demand better. They will also have the authority to inspect technicians work to help improve overall quality. This individual will work closely with the Service Hub Supervisor on workforce utilization, billed and unbillable labor for the technicians, and planning and scheduling of aircraft maintenance into the HPN Service Hub. This is a leadership position that will assist our technicians with routine maintenance and development while on shift.

Responsibilities and Duties:

- To improve quality control for the Jet East Base operations to release aircraft without incidents.
- To have a motivated and engaging workforce and maintain the Jet East Culture.
- Assist in developing better and more effective ways to increase the volume work safely.
- Increase Technician efficiencies by managing the workflow better.
- Reduction of RTS paperwork errors to meet the targets listed in the SOW (See NetJets/Jet East SOW).
- Main focus is to achieve the targets of the NetJets SOW (See NetJets/Jet East SOW).
- Adherence to company regulations, customer requirements, and safety policies.
- Perform a secondary walk around on aircraft scheduled to release.
- Provide transparent coordination with the Service Hub Supervisor.
- Monitor all aircraft out of service durations with the best plan to minimize all hourly durations.
- Be a point of contact and delegate work when the Service Hub Supervisor is not available.
- Directly oversee the more difficult tasks as required to make sure timely and proper completion.
- Train new technicians to familiarize them with company policies and procedures.
- Lead a culture of continuous improvement and assume ownership of the HPN Service Hub.

Skills and Qualifications:

- Hold a valid FAA Airframe and Powerplant license.
- Understand the Jet East culture, operation, and business.
- Have at least five years of experience working as an A&P mechanic.
- Understand the NetJets SOW and communicate it to other employees.
- Displaying characteristics of professionalism and organization.
- Works cohesively as a team player.
- Proficient in Microsoft Office with ability to learn and master new computer programs.
- Available for overtime as needed.

Physical Requirements:

- Ability to be willing to work on elevated platforms (up to 40 feet in the air) using fall protection safety gear
- Ability to stand or sit for prolonged periods of time while performing repairs
- Ability to lift 70lbs or more
- Ability to operate basic hand tools and ground equipment
- Ability to work in confined spaces

Non-Physical Requirements:

- Ability to learn and use technical manuals
- Good mechanical aptitude and ability to solve problems effectively
- Be a problem solver by effectively reading and interpreting maintenance, wiring and illustrated parts manuals
- Ability to communicate in writing and verbally in a clear and understandable manner with co-workers, customers and Jet East leadership
- Must be able to perform repairs effectively and quickly in short notice, high-pressure situations
- Must be able to input and retrieve information from computers
- Experience with Apple and Microsoft products especially Outlook, Word, and Excel spreadsheets
- Able to travel to locations, in all weather conditions, to perform repairs
- Ability to work independently with minimal supervision

Our Benefits Include: Paid Holidays, Vacation & Sick Time, Medical, Dental and Vision Benefits after 30 days, 401K with a company match, Short- & Long-Term Disability, Group & Voluntary Life Insurance.

Lists above includes the main items for this job position to be successful, but not limited too other things that might come about in time. The person applying for this position must understand that the objectives, responsibilities, and requirements could change for better success for the company and the person.

Jet East is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status.