



Position Title: Aerial Operations Coordinator (AOC)
Employment Type: Full Time Seasonal (March to September)
Location: Dryden, ON (possibility in Kenora or Sudbury)
Reports To: Dryden Base Manager
Salary: Competitive Hourly Wage + Accommodation may be provided

The Aerial Operations Coordinator will liaise with various employees and MAG clients to keep flight crews informed about scheduling and flight plans for the 2021 season.

Your Responsibilities:

- Facilitate daily operations through the Executive Officer, particularly relating to Wildfire Management
- Be the key point of contact between MAG's employees and clients
- Provide daily instruction to Aerial Fire Detection and Airspace Management (Birddog) crew
- Assemble and distribute reports to staff and clients regarding daily operations
- Relay all issues, concerns and inquiries to the Executive Officer
- Provide Flight Following for all MAG aircraft when required during operational period
- Facilitate travel and accommodation arrangements for staff when deployed from home base

Your Qualifications:

- Ability to work in a fast-paced work environment and solve problems
- Ability to resolve conflicts in a calm, diplomatic manner
- Ability to multitask, prioritize and manage time effectively
- Proficient in use of Microsoft Office (Word, Excel and PowerPoint)
- Must be willing and able to work extended hours and weekends on a flexible schedule

While not required, these are nice-to-have qualifications:

- Bilingual (French and English)
- Background in Aviation Operations or Forest Fire Management
- Valid Restricted Radio Operations Certificate with Aeronautical Qualifications (ROC-A)

About MAG Aerospace Canada:

MAG has been active in the Canadian aviation industry since it was founded in 1950 and is a premier supplier of special-mission aircraft. Our company focuses on niche markets within Wildfire Management, Air Charter, Training, and Airborne Imagery. We are a key supplier of Aerial Fire Detection and Airspace Management (Birddog) Services in Ontario, Saskatchewan and Quebec. MAG Aerospace is a global leader in manned and unmanned airborne imagery and surveillance operating on 5 continents and 20 countries worldwide.

Please send your cover letter, along with your resume to careers@magaero.ca.

MAG Aerospace Canada is an Equal Opportunity Employer. We value diversity and encourage all qualified candidates to apply.

This position requires access to sensitive Law Enforcement information and a background check.