



# Gatwick Airside Driving Tour Lead

Applications Open September 1st 2020

Immediate Requirement

Please review the job specification and only make an application if you meet the 'required' criteria.

No agencies please.

# Introduction

AIRDAT - we are a UK based systems, training & consultancy company who provide services specifically to the Aviation sector. Our products relate to the management of training, assurance, compliance, fleet and auditing. In addition to this, AIRDAT offers airports an array of support services.

## A brief history

Formed in 2006, AIRDAT was created specifically to assist with the improvement of the Airside Driving Scheme at Gatwick Airport in the UK. Since those early beginnings, the team has grown and the products and services updated, but that simple ethos of making life easier and the airport environment better still runs deep.

Every member of the AIRDAT Team has aviation experience. Pilots, ground engineers, aviation doctor's, senior airport operations staff and more, make up the specialised group that help to deliver the world's leading aviation training, assurance and fleet management systems and services. We are problem solvers. We like to take the laborious and complex and make it quick and simple

## Our ethos

**Industry leaders** - We push boundaries, developing and progressing products & services we believe in.

**Always learning** - Things change quickly and there are always ways to make things better. We relish this.

**For the love** - Everyone on the team loves aviation and the prospect of making a difference.

**Agile** - In aviation, things change, so we continually flex and adapt to the requirements.

## Our company values

**Proactive, Evolving, Confident and Supportive** - these should resonate with any potential applicants.

# The role

Airside Driver Training has changed at Gatwick Airport, and AIRDAT is the sole provider of this training for all airside drivers. This role will be based at Gatwick Airport, but there may be an occasional need to travel and cover operations at other airports.

Initially, the role will be 'zero hours' with the expectation of 15 - 20 hours per week. Your hours and days of work will be determined by your manager, and may be adjusted from time to time should demand or need require it, however, we will endeavour to keep to a consistent schedule as much as possible to allow you to maintain that balance between life and work. Our aim is to move this role from 'zero hours' to 'part time' as the industry recovers.

In this role as Airside Driving Tour Lead you will be responsible for:

- Delivering the airside driving tours for all airside drivers at LGW
- Maintaining the AIRDAT airside driving vehicles standards and maintenance
- Printing and distributing driving permits
- Becoming a subject matter expert on everything AIRDAT and LGW.
- Keeping yourself and the rest of the training and compliance teams up to date with any operational changes on the airfield with access to GADs and GANs and constant communications with Airfield Operations, ATC, and the industry.
- Maintaining the tour availability and adjusting our offering depending on the demand and/or requests from customers
- Reacting to day to day operations
- Maintaining the airside driver medical appointments procedures and availability and adjusting our offering depending on the demand and/or requests from customers
- Maintaining a positive relationship with our airport partner, end customers & the extended AIRDAT family

You will be required to report into the Training Director. There will be a need to self manage whilst maintaining our company culture & values. The role will have a strong focus on improving driving standards and reducing the incident rates at LGW. In addition to the day to day tours, you will work with your manager to introduce new working groups, initiatives and campaigns to increase airside safety standards.

Applicants must be able to demonstrate that they are proactive, confident, work well with others, have exceptional customer service skills, are good decision-makers, highly organised & self-motivated, reliable and can work under their own steam unaided.

## What will you get?

You'll be empowered and work as part of a small, highly supportive agile team. Training on AIRDAT's systems will be provided to enable you to maintain the offering and manage availability. Training on the airside driving tour and how to deliver it will be provided and on-going skills enhancement will be monitored/provided to meet demand and opportunities.

At AIRDAT, it's about life-work balance. Based on a full-time role, you can expect 28 days off, plus public holidays and further time during the Christmas period too. The company also runs around 6 weekday 'activity days' throughout the year (including things like Go Karting, Off-Road Driving, Shooting, Kayaking) - you can vote for other activities you'd like to do and you can book onto as many of these as you like (or not!).

You'll be provided with all the equipment you need and we reserve an annual budget to help improve people's skills and further their development too.

Salary will be discussed on the offer of employment and may depend on experience and qualifications, but you can expect between £15 and £20 per hour. Annual performance reviews will be carried out with your manager.

## Role requirements

### Required

- Experience in the aviation industry
- Minimum 3-year experience in Airside Driving
- Minimum 1-year experience in Airside Driving at LGW
- Full UK driving licence - D1 Minibus licence
- Current CPC
- Experience in customer service based roles
- Good time management and organisational skills
- Excellent verbal communication skills.
- Proficient computer skills
- Superb interpersonal skills, including the ability to quickly build rapport with customers
- A good team player
- Able to work comfortably in a fast-paced environment.

## Desirable

- Full Valid LGW Airport ID
- Current GSAT and CRC
- Educated to higher education level, or equivalent experience
- Experience in training based roles
- Compliance based experience
- Training qualifications - RTITB, PTTLS (or equivalent)
- Experience with ground handling

## Application

If you are interested in the role and meet the minimum requirements set out, please email your current CV, along with a short paragraph of your current situation to [lgwjobs@airdat.org](mailto:lgwjobs@airdat.org)