

#### JOB IDENTIFICATION

**Job Title:** Manager - Airport Emergency Planning

**Department:** Rescue Fire Fighting Services

**Title of Immediate Supervisor / Manager:** Senior Airport Fire Officer

#### JOB PURPOSE

The Aerodrome Emergency Planning (AEP) Manager leads Ras al Khaimah Airports emergency planning strategy and establishes and oversees all aspects of OMRK's emergency preparedness. As such the Post Holder will develop, manage and maintain the emergency plan to ensure compliance with relevant regulations and an effective emergency response by all stakeholders. This includes the documented coordination, delegation and exercising of emergency authorities, roles and responsibilities for aviation related emergencies.

#### RESPONSIBILITIES AND DUTIES

This Role requires extensive experience and expertise in emergency preparedness and response, documentation and other applicable requirements in the area of aerodromes.

At least 5 years' experience in the development and management of an Emergency Response Plan, coordinate disaster, contingency and recovery planning.

Facilitate and manage interaction between airport and internal and external agencies.

Develop and implement policies, procedure, circulars and strategic emergency response plans.

Evaluate airport incidents, products, equipment and resources & implement corrective action/improvement within a complex and high-risk operational environment, capable of planning multi organizational exercises with the ability to undertake effective actions in order to continually improve performance with all key stakeholders.

#### JOB RELATED COMPETENCIES & SPECIFICATIONS SECTION

Knowledge, Skills and Competencies:

Sound understanding of aviation regulatory frameworks and associations governing national and international aviation activities including:

GCAA regulations CAR Part IX, XI and all other relevant CARs.

ICAO Annex, PANS, DOCs and Manuals.

Emergency Planning and Response and Incident Command Systems.

Working experience with aviation safety management systems and/or quality assurance systems.

Workplace operational safety and occupational health.

Auditing and inspection procedures, techniques and reports.

Must be able to demonstrate a practical understanding of the importance of a structured compliance management system.

Excellent English Proficiency at a level corresponding to ICAO Level 6.

Educational Profile and Experience:

A relevant first degree or master's degree in relevant discipline is required for emergency planning Manager roles and suitable subjects include:

- Emergency/Crisis Management
- Business continuity and security management
- Disaster management