

INTERNATIONAL CERTIFICATION PROGRAM MANAGEMENT

Profile

I am an experienced professional with 14 years of aviation & aerospace with expertise in international governmental liaison, aircraft certification, regulatory compliance, aircraft sales and import/export compliance. As a professional pilot with over 800 hours of total time, multi-tasking, problem solving and risk management are a foundation of my career.

Skills

- Substantial knowledge of all Microsoft Windows operating systems and MS Office
- NX7.5 Unigraphics
- Teamcenter.
- Moderate knowledge of computer networking including LAN, WLAN.
- Domestic & international regulatory compliance
- Aircraft Import/export experience Strong management & complex problem solving skills
- 3D modeling
- Accident investigation
- Root Cause Analysis

Accomplishments

- ACCOMPLISHMENTS
- Achieved First of Type design approval into Brazil, China, Malaysia, Indonesia, South Africa, New Zealand and Argentina.
- Obtained Type Design major change approvals in EASA, Canada, Maldives, Brazil (exempt/non-exempt), India and Russia.
- Developed & managed a revenue stream for foreign validations reducing budgetary restraints by 50%.
- Assisted in the development and publication of Pilot's Operating Handbook / Aircraft Flight Manuals and country specific POH/AFM supplements.
- Managed and directed external design engineering contracts, programs and implemented in house review and approval processes utilizing NX7.5 Unigraphics, 3D modeling.

Professional Experience

International Certification Program Management 07/2010 to Current Company Name City , State

- Demonstrated experience in all aspect of the International aircraft validation / acceptance process from application submittal to granting of a validated type certificate.
- Lead subject matter expert on foreign regulations with regards to certification & operations.
- Managed external contract engineering design groups with regards Type Design changes.
- I developed and managed internal engineering disciplines, FAA, and foreign authority project teams during the validation process.
- Developed departmental procedures based on international bilateral agreements, governmental regulation and operational requirements.
- As the IC Program Manager coordinated certification activities with internal functions and direct FAA involvement.
- Develop certification procedures as required and reviewed company documentation to meet FAA & foreign civil aviation authority requirements.
- Reviewed compliance documentation, design data, Certification Plans, Compliance Reports, Drawings, wrote internal company coordination memos prior to domestic and foreign government submission.
- I developed compliance packages and submitted directly to the FAA and foreign authority.
- Improved guidelines in implementing certification programs while maintaining budgetary and schedule constraints.
- Ensured compliance to multi-national agreements and regulatory frame work Experienced in US federal regulations 14CFR 61, 91, 23, 135.
- Knowledgeable in European governmental regulations with regards to aircraft certification, and operations.
- Successfully obtained aircraft First of Type approvals in Europe, Mexico, New Zealand, Qatar, Malaysia, Colombia, Brazil, China, Russia, and Argentina.

Maintenance & Avionics Coordinator 05/2000 to 08/2005 Company Name City , State

- Developed and managed maintenance and avionic customer accounts, processed invoice payments, credits and net account billing.
- Prepared maintenance/avionics invoices.
- Managed subscription based navigational data for company charter operations & customer based aircraft.
- Coordinated invoicing, account management of all maintenance and avionics repairs for a FAA 145 repair station.
- Managed pilot supplies, purchase orders, inventory control cycling of life limited products.

Education and Training

Bachelor of Science : Professional Aeronautics 2009 Embry-Riddle Aeronautical University

Minors: Aviation Safety, Management, International Relations

Associate of Arts : Liberal Arts 2004 Johnson Country Community College City , State

Professional Aeronautics 1999 Spartan School of Aeronautics City

Affiliations

Professional Associate of Dive Instructors, Aircraft Owners and Pilots Association, Embry-Riddle Aeronautical University Alumni, Cherokee Flyers, Inc.(President, Vice President, Director of Membership, Assist. Treasurer), Civil Air patrol.

Certifications

FAA Certificated Commercial/Instrument Pilot - Single-Engine Airplane, PADI Certified Dive Master.
Skills

account management, Autocad, billing, , catalogs, civil aviation authority, computer networking, customer satisfaction, Delivery documentation, government, inventory control, invoicing, LAN, meetings, all Microsoft, MS Office, Windows operating systems, network, Process development, Program Management, quality, Safety, Sales support, Technical support, Regulatory Compliance.