

WILLIS LEASE FINANCE CORPORATION
Job Description

Job Title	Project Manager – Regional Engines
Department	Regional Engines
Location	Florida, Dublin or consider Home Office

Summary

The Project Manager - Regional Engines will be responsible for all aspects of the technical records and technical documentation relating to the Willis Lease Fleet of Regional Engines, Engines under review for purchase, and Engines offered for sale. The position requires the employee to provide technical records support during engine lease returns, engine shop visits and engine purchases to ensure the engines meet all FAA/EASA and Willis Lease requirements. The position requires a flexible schedule to work with customers across multiple time zones and occasional travel to the location of the engine and/or records in order to complete the required tasks.

Responsibilities

1. Audit engine and aircraft records for CF34 and PW100 regional engines.
2. Evaluate the Regional Engines and Regional Aircraft from the technical records perspective and recommend if suitable for purchase.
3. Review, audit and compile the data to include life limited parts, airworthiness directives, service bulletins, operating history and shop visit documentation for accuracy, completeness, maintenance condition and build standard.
4. Audit of engine life limited parts for complete back to birth trace.
5. Input engine utilization and history into the Willis Lease database.
6. Communicate the Willis Sales and Marketing Representatives, Lessees, Aircraft Owners, Aircraft Lessors, Operators and Repair Facilities to obtain required data with regard to purchases, sales, leases, lease returns, and shop visits.
7. Communicate with the Manager Technical Support, Regional Engines regarding engine shop visits, worksopes and projected post shop visit engine status.
8. Maintain and develop checklists and forms to provide consistent results for tasks being performed on a regular basis.
9. Prepare and provide the MRO, Buyer or Lessee with copies/links for the Engine Records relating to Engine Purchases, Lease Returns and Shop Visits.

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10. Coordinate and develop with Manager Technical Support, Regional Engines, Regional Engine Quality and Procedures manual.
11. Attends Industry conferences where appropriate to stay current with applicable engine programs.
12. Additional duties as assigned.

Requirements

1. Minimum 5 years of consecutive experience related to Regional aircraft and engine records
2. Experience with the following engine-types: PW100, PW150A, CF34-3B, CF34-8C, CF34-8E & CF34-10E.
3. Experience with the following aircraft-types: ATR42/72, Bombardier Dash 8-100/200/300/400, Bombardier CRJ Series, Embraer ERJ, & Embraer 170/190 Series
4. Strong background in engine records and technical documentation.
5. Ability to manage multiple engine projects.
6. A high level of Proficiency in Microsoft Word and Excel mandatory.
7. Strong interpersonal skills including the ability to work well with different levels of management as well as different cultures.
8. Ability to work effectively from remote location or home office.
9. FAA Airframe and Powerplant Licenses a plus.
10. Minimum 5 professional references.

Report To

Director, Tech Records and Quality, Regional Engines

Travel

Occasional—up to 15%

Apply

Attach resume and e-mail to joinus@willislease.com. Please reference job title.