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New England Life Flight, Inc.
Job Description

Aviation Maintenance Technician

JOB SUMMARY:

Reporting to the Director of Maintenance (DOM) and Lead Technician, the Aviation Maintenance Technician (AMT) position is responsible for ensuring program aircraft are maintained to airworthiness standards prescribed by applicable regulations, airworthiness directives, company policies, and industry best practices. Coordinates assigned maintenance activities with the Lead Technician, DOM, and Director of Aviation Operations as applicable. AMTs work collaboratively with other members of the flight program.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Responsible to have a thorough knowledge of and compliance with Federal Aviation Regulations (FAR); Aeronautical Information Manual; Boston Med Flight's (BMF) General Operations Manual guidelines (GOM), and Manufactures Aircraft/Component Maintenance Manuals as applicable.
- Performs Post Flight inspections to assigned aircraft. Performs reviews of aircraft and aircraft records
- Documents discrepancies and makes repairs per the AMM and or the GOM as applicable.
- Performs repairs, scheduled and unscheduled maintenance activities to the assigned aircraft.
- Updates and maintains maintenance manuals, service bulletins, parts books, and regulatory updates, and other technical directives as required and or directed.
- Coordinates ordering of parts, supplies, tooling and warranty claim with the Parts / Logistics Coordinator (PLC).
- Coordinates aircraft maintenance scheduling with the Lead Technician, DOM or designee.
- Maintains a clean, safe, and orderly work environment
- Prepares and maintains documentation related to work activities in accordance with regulations.
- Corrects any hazardous or unsafe practices as reports them accordingly to the Lead Technician, Quality Assurance / Control Inspector (QACI), or the DOM as applicable.
- May occasionally require work on weekends, holidays and after business hours as needed or directed by the DOM or aviation management.
- Performs similar duties on an on-call basis as directed by the Lead Technician, DOM, and BMF policy.
- Weekend call and holidays as directed by the Lead Technician, DOM and BMF policy.
- Travel to and between BMF base sites as directed to assist with the maintenance needs of the program.
- Attends monthly staff safety meetings when not on shift, required crew rest or leave time.
- Performs other duties as assigned.

SKILLS AND ABILITIES:

- Ability to read, write and understand the English language.
- Ability to build and maintain positive relationships with team members in the flight department and throughout BMF.
- Ability to apply regulatory and technical information to various situations.

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- Ability to analyze and troubleshoot technical/inspection issues; provide guidance and resolution to problems and issues with the aircraft.
- Ability to conduct activities requiring lifting, carrying, pushing or pulling up to 50 lbs on a frequent basis.
- Operates hand and power tools measurement instruments designed to maintain the aircraft.
- Operates hoists, trucks and ancillary support equipment as necessary.

EDUCATION AND EXPERIENCE:

- Airframe and Power Plant (A&P) Certificate
- Minimum two (2) years Turbine Helicopter Maintenance experience preferred.

WORKING CONDITIONS/PHYSICAL DEMANDS:

- Ability to operate around and in helicopters and is exposed to non-conventional motion, noise, vibration, chemicals (jet fumes) and extreme heat or cold.
- Ability to lift at least 50 pounds using proper body mechanics, and bend and carry heavy equipment.
- Ability to safely work from ladders and approved maintenance stands to perform tasks.
- Works in a patient care environment around the aircraft and is exposed to possible infectious diseases and chemical solvents and agents used in the medical and aviation industries.
- Position may require sitting and/or standing for long periods of time.

NOTES:

- A FBI background and CORI checks will be performed prior to employment.
- PRIA records check, pre-employment physical and drug/alcohol screen prior to hire.
- Must pass random drug and alcohol screening in accordance with Part 120 of the Federal Aviation Regulations.
- FLSA Non-exempt position.
- The specific statements included in this job description are not intended to be all-inclusive but rather represent typical elements considered necessary to successfully perform the job.

How to Apply:

Please visit our career center by clicking [here](#) to submit an application and résumé.

Or mail to:

Human Resource Manager
Boston MedFlight
150 Hanscom Drive
Bedford, MA 01730

For More Information

Please visit our website to get more information about current job opportunities and our program.

www.bostonmedflight.org/careers

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