



Job Description

Global Vectra Helicorp Limited is the largest private Helicopter Company in India, providing seamless, safe and accident free helicopter services for almost two decades. The spectrum of operations of the Company encompasses support to India's Offshore Oil & Gas industry, Onshore operations for State governments (VVIP flying), election flying, heli pilgrimage and much more.

The Company is listed both on the National Stock Exchange and the Bombay Stock Exchange.

Brief Summary of the job: GVHL is looking for a Flight Dispatcher.

Designation: Flight Dispatcher

Location: Juhu Airport, Vileparle, Mumbai

Reporting To: Sr. VP Ops / Dy. Chief Pilot

Role & Responsibilities: -

- Overseeing flight movement on daily basis in coordination with internal and external agencies by considering current weather conditions, aircraft status, fuel planning and other operational aspects for safe conduct of flight.
- Closely monitoring all flights landing and take offs, in sync with flight assistants, ONGC Control Room and ATC.
- Carrying out Pilot briefing regarding Flying program, Fuel status, payload, weather, passenger and aircraft readiness.
- Regularly monitoring flight arrival and departure and updating the same in time sheet on daily basis.
- Planning crew availability
- Planning all flight checks (proficiency check, route check, instrument rating and recurrent check) well in advance.
- Taking care of Preflight medical checks.
- Any other duties assigned by Sr. VP Ops/ Dy. Chief Pilot.

Requirements: -

	TYPE QUALIFIED (A)	DISPATCH LICENSE (B)	COMMERCIAL PILOT'S
Education	(B) + on Type endorsement	Basic DGCA License	CPL / CPL(H) BY DGCA
Experience	3-5 years	NIL or 1-2 years	NIL
Computer Literacy	Microsoft Office – Word Excel Power Point		