



Revision Date:

Position Title	Protégé Technical Service Engineer (TSE)	Job Grade	WAS Protégé
Department	Technical Service Engineer (TSE)	Unit	CAMO
<b>A. JOB PURPOSE:</b> <i>(Helps to define purpose of job)</i>			
<ul style="list-style-type: none"> <li>The position holder's main responsibility is to provide technical services support to operation and production area pertaining to all company's aircraft.</li> </ul>			
<b>B. JOB SUMMARY/KEY RESPONSIBILITIES:</b> <i>(Functions of positions – please provide 3 to 8 key accountabilities)</i>			
<ul style="list-style-type: none"> <li>Technical Services/Design Engineers are responsible for designing changes and repairs. They prepare the necessary documents, except that they are not authorised to show compliance to airworthiness and environmental protection requirements.</li> <li>The Technical Services/Design Engineers are directly responsible to the SCEs, the CVEs, the Airworthiness Engineer, the Senior Technical Services Engineer and the Technical Services Manager in the range of duties they are assigned to.</li> <li>The Technical Services/Design Engineers duties and responsible also limited to:             <ol style="list-style-type: none"> <li>To reviews the flow of ADs/SBs from the technical library and searches for applicable ADs/SBs on websites.</li> <li>Management of the Technical Publications Section including the documentation for continuing airworthiness.</li> <li>Administer the renewal of all manual revision service under the custody of Technical Library.</li> <li>Evaluate and distribution for all Alert Service Bulletin via Opscom as defined.</li> <li>Keep and maintain master copies of all controlled publications.</li> <li>Produce Minutes Meeting resulted from the meeting for all attendees and Managers.</li> <li>Technical liaison with the Technical Services Manager, other WAS departments and DCA as required.</li> <li>Preparation of specifications                 <ol style="list-style-type: none"> <li>Calculation, measurement and evaluation of design change</li> <li>Project coordination between production and design in prototyping</li> <li>Preparation of Compliance Documents (e.g. drawings, test reports, justification reports, instruction and information for continued airworthiness etc.)</li> <li>Weigh and Balance</li> </ol> </li> <li>Ensure all technical documents issued meet the requirements of the department's approval system.</li> <li>Perform any other duties as assigned by Technical Services Manager/ Senior Technical Services Engineer.</li> </ol> </li> </ul>			
<b>C. POSITION SPECIFICATIONS</b> <i>(Minimum requirement to competently perform the job, NOT the specifications of the person currently holding the position)</i>			
Academic qualifications & professional certificates	<i>Essential</i>	Degree in Mechanical, Aeronautical, Aerospace, Electrical or equivalent	
	<i>Preferred</i>		
Experience/exposure	<i>Essential</i>		
	<i>Preferred</i>		
<b>D. COMPETENCIES</b>			
Knowledge & skills required :	<i>General</i> :	Required language(s): English and Malay.	
Personal Attributes :		<ul style="list-style-type: none"> <li>Strong interpersonal skills</li> <li>Able to work independently</li> </ul>	



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	<ul style="list-style-type: none"><li>• Team player</li><li>• Extrovert</li></ul>
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**E. KEY CHALLENGES**

**F. DIMENSIONS / AUTHORITY LIMITS**

*(e.g.: CAPEX, OPEX, revenue / budget)*

**G. REPORTING STRUCTURE**

*(Direct report / superior / peers within Department)*

