



Mississippi Airways

FLIGHT FOLLOWER

Mississippi Airways is a customer oriented, safety driven air carrier who offers a wide range of services including Executive Charters as well as Medevac and Scheduled Service to the communities of Manitoba and beyond. Mississippi Airways is proud to be the only 100% First Nations owned air service in Northern Manitoba and one of the oldest First Nations air services in Canada.

Mississippi Airways is currently seeking a Flight Follower. This is a full time position based in Winnipeg, Manitoba.

Position Overview:

Under the direction of the Operations Manager, Flight Followers are responsible for keeping record of all aircraft movements, status of Flight Crews, co-ordinate charters for customers, create billing for charters, file and distribute flight paperwork and other duties as assigned.

Qualifications:

- The successful applicant is required to be a self-starter with excellent organizational, problem solving, interpersonal and communication skills and must possess the ability to work with minimal supervision and changing priorities.
- The ability to pay keen attention to detail is essential and must have working knowledge of computer programs.
- The incumbent must be able to work in a team environment as well as manage relationships with customers, government agencies, and other departments within the airline.
- Great Customer Service experience is considered an asset
- Must have excellent use of grammar

This opportunity as mentioned is a full time, rotational based position consisting of 4 days on, 4 days off. This includes working through weekends and holidays.

If you are interested in exploring this opportunity and being a part of our team, please submit your Resume, Cover Letter, and References to **opsmanager@missinippiair.ca**