



Comlux The Aviation Group is one of the finest aircraft charter companies, rapidly expanding its exclusive fleet of business aircrafts.

To support our **Charter Sales Team** in Kloten, Switzerland we are looking for a dynamic and highly motivated

Aircraft Manager

In this challenging position your main duties and key responsibilities are:

- General Management of the aircraft, incl. Supervision of daily operation and any special requirements
- Financial Supervision of the aircraft
- Ensure that clients are being served with the best quality
- Finalise account reconciliation
- Taking action on needs or special financial or commercial requests of aircraft owners
- Develop new business opportunities

To fulfil this position successfully, your qualifications and experience shall include:

- At least 3 years experience in Aircraft Management
- Excellent customer relation capabilities
- Outstanding entrepreneurial skills and financial knowledge
- Self motivated, open and positive personality with a very high commitment
- Active personality with strong organizing skills, team-oriented, flexible and able to provide solid results under high pressure
- Excellent communication skills in English / oral and written, another language will be a plus
- IT skills of travel related software –and MS Office applications
- Willingness to rotating shift work (24 / 7) including weekend duties.

Take the next step with us

We are looking for a highly committed, reliable, communicative and enthusiastic personality with good team spirit and excellent interpersonal skills. If you prefer a modern place of work in an international, multicultural environment, then we look forward to receiving your application. Please send your complete application documents including motivation letter to Rosa Martinez, HR, by email:

hr@comluxaviation.com.

In case of questions related to the job, please do not hesitate to contact our Senior Aircraft Manager, Anzhelika Vartanyan, (+41 43 888 72 55, angelica.vartanyan@comluxaviation.com)