



Deer Lake Regional Airport Authority (DLRAA) is seeking a trusted, enthusiastic and optimistic professional to join our team in a temporary management position as **Manager of Operations**

### Who We Are

For more than 60 years, DLRAA has serviced Western Newfoundland and Labrador with regularly scheduled passenger service to and from destinations in eastern and central Canada, with connections worldwide. We're one of the few airports in the world where you can access three World UNESCO Heritage Sites in one trip! Located just off the Trans-Canada Highway in the heart of Western Newfoundland, every day we welcome travelers of all kinds through our doors. Tourists, business travelers and rotational workers are all greeted with a smile as they connect with adventure, work, family and friends in Western Newfoundland.

### What We're Looking For

Reporting to the Director of Operations, this temporary position of Manager of Operations plays a vital role in supporting the efficient operations and maintenance programs of the DLRAA by providing continuous business improvement initiatives, works cooperatively with all levels of management to streamline work processes, and ensures that all services are provided in a cost-effective manner. The Manager of Operations will also ensure that all parties involved adhere to applicable Federal and Provincial regulations

The Manager of Operations is the frontline manager interacting with all employees within their direct supervision and daily oversight. The Manager of Operations ensures all the Airport Authority assets are functional. This includes building structural, heating, cooling and functional items, road and runway infrastructure, and water and sewer works. The Manager leads employees in keeping with the organizational values, providing an environment that supports employee engagement for the achievement of optimal employee productivity and performance to support the success of Airport Operations, recognizing all employees have a vital role to play to achieve the organization's mission - We're Here to Get You There.

### What You Will Do

#### Safety

- Works collaboratively with Director of Operations and Director of Safety, Security and Regulatory Affairs to support the ongoing delivery, management, and application of the Safety Management System
- Ensures overall compliance with Aviation Regulations, such as Transport Canada's Canadian Aviation Regulations (CARs)
- Completes work observations and employee observations, incident investigations, and ensures employee training compliance

- Participates in emergency exercises and incident response as a key member of the airport's Emergency Command Center

### **Operations**

- Review maintenance data and develop maintenance plans
- Scheduling of employees
- Support budgetary process for the operations department
- Manage work order systems, and inventory levels
- Lead operational programs such as Winter Operations, ARFF, AMSCR, and other training.
- Manages and leads a dynamic group of Airport Technicians, Electricians and Mechanics.
- Support positive, healthy, respectful and safe work environment

### **General**

- Support the determination of key departmental priorities based on input from the Executive Team
- Contributes to the development, implementation, monitoring and reporting of key performance indicators for Airport Operations
- Provide day-to-day direct oversight and prioritization of all department activities to ensure that all regulatory requirements are met and associated training is completed
- Support and participate in performance management of direct reports
- Maintain a close working relationship with tenants and key stakeholders to ensure operational issues are resolved quickly and effectively

### **Qualifications**

- Post secondary education including trades, business, operations management, or related fields
- A valid driver's license is essential
- 5-7+ Years of experience in operations management. Knowledge of Canadian Aviation Regulations and the Airport environment is considered an asset.
- Experience with managing municipal infrastructure would be considered an asset.
- Experience with trades including mechanical and electrical systems would be considered an asset.
- Experience with heavy equipment maintenance and repair would be considered an asset.
- Computer skills with knowledge in Word, Excel, PowerPoint and asset management systems would be considered an asset.
- Managing personnel, operational performance (KPIs, deadlines, quality) and group performances (synergy and teamwork).

### **What You Thrive On**

You excel as a trusted and optimistic team player who acts with integrity and professionalism. A strong communicator, you build trust through empathy. Your critical thinking and problem-solving skills enable you to make informed decisions and adapt to challenges with innovation and efficiency. Highly organized and able to prioritize in a fast-paced environment, you are a team player always ready to lend a hand where needed. You are an experienced trusted and optimistic team player who acts with integrity and professionalism. A strong communicator, you build trust through empathy and diplomacy. Your critical

thinking and organizational skills enable you to manage complex tasks in a fast-paced environment. You are innovative, inclusive, and always ready to support your team. You are passionate about continuous improvement and thrive in a role where your contributions have a direct impact on organizational success.

### What We Offer

- Engaging workplace - our priority is to create an environment where employees feel valued, respected, connected, and tuned in, we have forward-thinking policies and strategies.
- Career development - access to career guidance, tools, resources, and education opportunities for every stage of your career.
- Competitive compensation – including salary, health /dental benefits, and pension plan.

**If you are an enthusiastic individual who has a passion for leadership and quality, have the qualifications, and are prepared to meet the challenges as outlined, apply in strictest confidence today! Applications must be submitted on or before June 30<sup>th</sup>, 2026.**

**Contact:** [jobs@deerlakeairport.ca](mailto:jobs@deerlakeairport.ca)

*DLRAA embraces diversity and an inclusive workplace. We welcome applications from individuals that represent a variety of backgrounds, identities, perspectives, experiences, and skills.*

*We thank all applicants for their interest, however only those candidates being considered for an interview will be contacted. Applicants considered for the position will be subject to a background check and provision of a driver's abstract. This opportunity is only available for candidates legally entitled to work in Canada.*