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| DESIGNATION | Assistant Manager, RCAC Operations |
| DEPARTMENT | Security, Safety & Emergency Department |
| JOB RESPONSIBILITIES | <ol style="list-style-type: none"> 1. To ensure RCAC operations strictly comply with all related laws & regulations and statutory requirements, i.e. Civil Aviation Authority Malaysia (CAAM), Tentera Udara Diraja Malaysian (TUDM), Chief Government Security Officer (CGSO), Jabatan Ukur & Pemetaan Malaysia (JUPEM), Jabatan Laut Malaysia, Polis Diraja Malaysia (PDRM), Suruhanjaya Pelabuhan Pulau Pinang (SPPP) and Suruhanjaya Komunikasi & Multimedia Malaysia (SKMM). 2. To administer the overall flight operations planning and execution by Penang Port Air Unit for various purpose but not limited to, <ul style="list-style-type: none"> • Enhance port security & surveillance, • Enhance port safety and environmental aspects, • Enhance marine surveillance for oil spillage and sea accident • Periodical conditions external assessment on port crane (quay crane, rail mounted gantry, rubber tyred gantry) • Periodical conditions external assessment on building (warehouse, high mast, elevated reservoir, communication tower) and structure (wharf, fender, deck, yard and bridge), • Periodical condition external assessment on gantry pipelines (dangerous cargo bulk liquid) • Supporting emergency respond plan • Periodical open area (lettable) measurement • Terminal and land area mapping • Corporate video and special event filming. 3. To perform hazard identification, risk assessment & risk control (HIRARC) for every flight or mission planning & completion, review HIRARC based on near miss incident, accident (RCAC crash, mid-air collision, missing in action, injury, casualty and property damage) and data gathering. 4. To maintain and periodically update all training & operations materials inclusive of RCAC Operations Manual, RCAC Maintenance Manual, Data, Image & Video Processing & Data Retention Manual, Guideline on Permit & License Application to the Authority and Manufacturer Manual for Aircraft, Equipment & Software via a systematic filling system and proper documentation. 5. To manage team of RCAC Pilots for manpower schedule management (daily operations duty roaster), daily flight planning, operations and reporting (routine & ad-hoc), flight operations remote monitoring, public safety (life & asset) during flight operations and timely reporting of near miss incident & accident (RCAC crash, mid-air collision, missing in action) in compliance to the RCAC Operations Manual as to ensure safety, productive and efficient resources utilization in meeting the expectation of internal stakeholders. 6. To manage team of RCAC Maintenance Controller for periodical |

maintenance program (preventive/breakdown/predictive) & periodical testing program for aircraft, payload, signal & communication equipment, ground control station & software, RCAC related equipment and 24/7 uninterrupted power supply to Penang Port Air Unit – (RCAC Command Centre) as to ensure the airworthiness of aircraft, safety of RCAC pilot at site, smooth flight operations, systematic inventory management, readiness of RCAC equipment and well functioned of RCAC Command Centre facilities in compliance to the RCAC Maintenance Manual.

7. To supervise the RCAC System Analyst as to ensure the integrity, confidentiality and security of daily data, image & video capturing, processing, reporting, retention and retrieval activities in meeting the expectation of internal stakeholders and ensure periodical maintenance and upgrading of computer, IT equipment & network and data analytic software in compliance to the Data, Image & Video Processing & Data Retention Manual.
8. To ensure continuous and systematic competency development program (technical skill & soft skill) for RCAC Pilots, RCAC Maintenance Controller and RCAC System Analyst.
9. To apply related permit and license for deployment of RCAC in compliance to the RCAC Guideline on Permit & License Application to the Authority.
10. To keep abreast of technology advancement and thorough understanding of the technical specification, capabilities and limitations of RCAC, payloads, software, communication and related equipment.
11. To possess a thorough understanding of RCAC Manuals, Guideline, Manufacturer Manuals and conduct periodical in-house training program and execute periodical compliance audit program.
12. To coordinate and communicate with the TUDM Butterworth Airbase Air Traffic Control (ATC) on all types of flight plan/flight mission and incident & accident reporting in timely manner and also periodical engagement session with TUDM ATC for flight operations update and latest ATC ruling.
13. To have periodical engagement session and maintain good rapport with related government / enforcement agencies; i.e. CAAM, TUDM, JUPEM, CGSO, Jab. Laut, SKMM, SPPP, PDRM and others.
14. To maintain good rapport and emergency contact list for each National Key Points (Sasaran Penting Negara) located at Penang straits; i.e. oil & gas terminal operator, power plant operator, Penang bridge operator and Kereta Api Tanah Melayu.
15. To organize periodical RCAC emergency exercise for simulation of near

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| | <p>miss / accident and missing in action situation.</p> <p>16. To participate in Penang Port fire drill joint exercise between OSHE, Port Police, Port Fire & Rescue and Marine Services.</p> <p>17. To nominate and delegate authority to a deputy in his absence, and brief as appropriate.</p> <p>18. To participate as recruitment panel for the selection of suitable personnel to be recruited for RCAC flight crew and other specialized duties within the air unit.</p> <p>19. To assume responsibility for RCAC Quality Assurance and lead RCAC Compliance Audit.</p> <p>20. To assume responsibility for RCAC safety matters and conduct any Flight Safety Investigations & 3rd Party Impact.</p> |
| <p>JOB REQUIREMENT/COMPETENCY</p> | <p>Education / Professional Qualification</p> <ol style="list-style-type: none"> 1. Degree in Engineering (Aerospace / Aeronautical / Electronic / Mechanical / Mechatronic) (Accredited by MQA). 2. Preference with a recognized Private Pilot License (PPL) or higher 3. Drone / UAV manufacturer training certification (Pilot / Maintenance) <p>Relevant Experience</p> <ol style="list-style-type: none"> 1. Minimum 8-10 year in aviation (Civil / Military) 2. Experience in handling UAV or RCAC for industrial purpose. 3. Knowledge in Operation Management, Communication Skill and Crisis Management. 4. Knowledge in security & safety surveillance. 5. Knowledge in structural inspection <p>COMPETENCIES (Knowledge, Skills & Attributes)</p> <p><u>Technical / Functional</u></p> <ol style="list-style-type: none"> 1. Age not more than 40 years old 2. Able to read, speak, write, and understand English and Bahasa Malaysia <p><u>Leadership Behavioral</u></p> <ol style="list-style-type: none"> 1. Effective communication and interpersonal skills to interact effectively with customers and various stakeholders 2. Effective communication and interpersonal skills to interact effectively with customers and various stakeholders. 3. Good team player, self-motivated with strong ability to multi-task and able to handle fast-paced situation. 4. Scientific mindset to test new solutions. |

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| | 5. Able to work during odd hours. |
| APPLICATION PROCESS | Please submit your application letter along with your Resume/CV to: PENANG PORT SDN BHD (HQ OFFICE) LEVEL 5, 5130 TERMINAL PENANG SENTRAL JALAN BAGAN DALAM 12100 BUTTERWORTH PULAU PINANG (U/P: Staffing Unit, Human Resources Department) or Email : recruitment@penangport.com.my BEFORE/ON : 09.12.2020 |