



***JETT***  
A I R C R A F T

**NOW HIRING PILOTS**

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## Employee Informational Packet

# Pilot Overview

All of our crew members are trained per FAR Part 135 standards. Each pilot is type rated in the Learjet 45 and certified through company training programs at our training partner facilities.



## Why Jett Aircraft?

- Access to the most eye catching and well maintained Lear 40/45 fleet in the industry
- Home based crew, with an average of only 5 overnights per month
- Company provided designer uniforms and Lucchese boots

## Experience Requirements Captain

- Must have ATP
- 1500 hours total time
  - 2500 preferred
- 500 hours turbine
- 500 hours multi
- Current US passport
- FAA medical first class

## Experience Requirements First Officer

- 500 hours total time
  - 1000 preferred
- Current US passport
- FAA medical second class
  - First class preferred

## Schedules

Jett Aircraft offers flexible scheduling, so that pilots can maximize their work and off time. This schedule offers an average of 16 days per month. Special scheduling requests can be submitted and are approved based on seniority.

## Salary Structure

Pilots are hired under a one year probationary period. The company pays all hotel fees, transportation fees, and meals for pilots while on trips. All pilots are paid a yearly salary plus a day rate for flying days and are eligible for bonuses. Pilots are also eligible for up to a 10% raise on base salary after one year of service and annually thereafter based on performance review.

<u>Base Salary</u>	<u>Day Rate</u>	<u>Total Yearly Salary*</u>
First Officer \$39,550.00	\$210.00	\$79,000.00
Captain \$56,500.00	\$300.00	\$114,000.00

\*Total salary is estimated based on an average of 16 flying days per month, this total does not include potential Day Bonuses or other bonus opportunities.

### Day Bonus

A bonus is awarded for a flying day that consists of 5 or more legs, 7 or more HOBBS hours, or Med-EVAC flights.

First Officer	Captain	Captain Typed
\$210	\$300	\$300

## Discretionary Benefits

Company provided KCM

Company credit card for expenses

Training costs, lodging, rental car, and meals covered

Paid Holidays after one year of employment

Paid Vacation after one year of employment

5 days per year of Sick leave

# Pilot Job Description

Captain, PIC

Reports To: Chief Pilot

**Basic Function:** The pilot-in-command is designated as captain for a flight or series of flights and is in command of the aircraft for the designated period of duty unless relieved by the company. Some of the duties of the captain may be delegated to the first officer, however such delegation does not relieve the captain of the responsibilities of those duties.

**Duties and Responsibilities:**

- Ensure that all flights are conducted with safety as the primary consideration.
- File flight plans
- Complete weight and balance Check notams and weather
- Ensure that the operation of the aircraft is within the applicable Federal Aviation Regulations, Operations Specifications, and established company policies and safety management procedures.
- Shall be thoroughly familiarized with existing and forecast weather prior to each flight.
- Assess any risk associated with his/her assigned operations.
- Ensure that each flight is planned properly and the aircraft is fueled accordingly.
- Determine that the aircraft is airworthy in accordance with the procedures outlined in this manual and that a proper preflight inspection has been accomplished.
- Ensure that the aircraft weight and balance is computed correctly and within AFM acceptable limits.
- Issue instructions to the first officer in the course of preparation for or during actual flight for the safe and efficient operation of the aircraft.
- Responsible for the safe and smooth handling of passengers and loading and unloading of baggage and cargo at any destination airport.
- Provide for proper handling of the aircraft where ground handling and/or service personnel are not available

Pilots must be able to complete daily tasks associated with the operation of an aircraft. This includes but is not limited to; lifting, pushing or pulling at least 80 pounds.

## First Officer, SIC

**Reports To:** Administratively reports to Chief Pilot, operationally responsible to the captain.

**Duties and Responsibilities:** The first officer on each flight will be responsible to the captain. In the absence of instructions to the contrary by the captain, the duties assigned to a first officer include, but are not limited to the following:

- Ensure that the operation of the aircraft is within the applicable Federal Aviation Regulations, Operations Specifications, and established company policies and safety management procedures.
- Assist the captain as directed.
- Assist in ensuring that the operation of the aircraft is within the applicable Federal Aviation Regulations, Operations Specifications, and established company policies and procedures.
- Observe and supervise the refueling of the aircraft with particular attention to minimization of fuel contamination, protection against fire, spillage, and other hazards.
- Check that fuel caps are secure.
- Perform pre and post flight walk-around inspections of the aircraft prior to departure and after landing.
- Accomplish radio communications, complete required paperwork, and fly the aircraft at the direction of the captain.
- Must fill out all required logs in the log books with pilot names, dates, locations, and flight times in the aircraft log book and on the BART CoPilot App, for duty times, to maintain compliance with FAA regulations AT ALL TIMES
- Maintain cleanliness and neatness of the aircraft interior.
- Maintain a high degree of proficiency and a thorough knowledge of the procedures and systems in the aircraft being operated.
- Maintain an appropriate medical certificate, prepare for and participate in training and proficiency checks, and maintain FAA required proficiency
- Act as inflight security coordinator and ground security coordinator when necessary and checking all passenger IDs against manifest to ensure accuracy

The first officer is second-in-command. Should the captain become incapacitated, the first officer will assume command and the responsibilities of the captain. The first officer will be familiar with the duties and responsibilities of the captain in addition to performing his regular assignments.

Pilots must be able to complete daily tasks associated with the operation of an aircraft. This includes but is not limited to; lifting, pushing or pulling at least 80 pounds.