



# AlphaFlying

## **FIRST OFFICER JOB DESCRIPTION**

The Alpha Flying First Officer is a vital PC-12 crew member. They act as the Second-in-Command of a modern state-of-the-art high-performance turboprop airplane. The First Officer shares with the Captain responsibility for all decision making regarding the safe conduct of flight operations.

The First Officer must possess an extensive knowledge of aviation weather, the IFR system, Federal Aviation Regulations, and specific aircraft systems, in order to cope with a dynamic and rapidly-changing flight schedule.

First Officer duties include, but are not limited to, preflight inspection, overall care and cleanliness of the aircraft, updating instrument charts, obtaining IFR clearances, participation in flight planning and weather evaluation, and flying the PC-12 as designated by the Captain.

## **QUALIFICATIONS**

### ***Minimum requirements:***

- Commercial pilot, instrument-rated
- 2<sup>nd</sup> class medical certificate
- 1000 hours total time

### **What do we look for?**

- Superior customer service skills
- Excellent instrument knowledge and skills
- Corporate and/or turbine experience (though not required)

### **Interview process:**

- Human resources interview
  - Conducted by our Director of Human Resources and Director of Operations
- Technical interview
  - Conducted by 2 of our pilot management staff
  - Includes questions about instrument charts (specifically Jeppesen), instrument procedures, VFR procedures, and general aircraft systems
- Simulator evaluation

**Training schedule:**

- 7-day ground school, conducted in-house
  - Covers general operating procedures, aircraft systems, FAA regulations, weather and winter operations, HAZMAT, safety, CRM and checklists, avionics, etc.
- PC-12 simulator training
  - 8 hours of simulator training with Alpha Flying instructors in the PC-12 Flight Training Device at SimCom in Orlando, FL
- PC-12 aircraft training and checkride
  - Minimum 1 hour of training in the aircraft to cover certain maneuvers and ease the transition to the aircraft from the simulator
  - A checkride is then the final step to becoming a pilot and employee at Alpha Flying
- Emergency training
  - We send all of our pilots to Survival Systems, in Groton, CT, for their 2-day General Emergency Duties course, which includes CPR, first aid, aircraft ditching, and water survival



## **PILOT PERKS**

*Besides the opportunity to fly one of the best-equipped airplanes in the sky, there are several other advantages of being a pilot at Alpha Flying.*

### **Company Benefits Include:**

- Excellent health and dental benefits effective as of the date of hire:
  - Anthem Blue Cross/Blue Shield PPO (Preferred Provider Organization)
  - Northeast Delta Dental Premier Plan
  - Section 125 is available for Health and Dental premiums (pre-tax payment for insurance premiums)
- 401(k) retirement plan with annual discretionary match
- Life insurance, AD&D, short and long term disability plan, available to purchase during annual open enrollment
- Dependent Care and Medical Care Flexible Spending Accounts

### **Upgrade:**

- We always upgrade from within and do so based on merit, not seniority.
- Once you have the minimum number of hours required to be a PIC by the regulations (1500), your upgrade will depend upon several factors including total PC-12 time, overall performance and professionalism, and the result of an upgrade interview with management pilots.

### **Schedule and Time Off:**

- Our pilots work a schedule of 7 days on duty/7 days off. If you are on duty and not called to fly, you must simply be available in case you are needed.
- The schedule rarely changes, so you can plan as much as a year in advance.
- After the first year, you are allowed 7 days of vacation. Paired with your 7 on/7 off schedule, you can have 3 weeks off at a time. After 6 years, you are allowed 14 days of vacation.
- If you are scheduled on a holiday, even if you don't fly, you are paid time and a half. There are 8 company holidays.
- Pilots are allowed 3 sick days per year.

### **Other Benefits:**

- Yearly FAA medical exam reimbursed up to \$90
- Annual uniform allowance (\$100 initially, \$120 each year)
- Captain's cell phone allowance (\$50/month)
- Per diem above the industry standard at \$2/hour.
- Once a Captain, you are able to use a PC-12 to take your ATP checkride free of charge.
  - We have an excellent relationship with the Portland FSDO and are able to use their check

airman to do this checkride free of charge.

- Captains are also able to rent the PC-12 on a schedule-permitting basis.