



JOB OPENING

Local Posting

Observer/Communicator

Under the supervision of the Airport Manager, The **Observer/Communicator** provides aviation support services to pilots, air carriers and the public in accordance with the operational requirements established by NAV Canada and other authorities.

KEY RESPONSIBILITIES

- Monitor, record, and transmit weather conditions in accordance with Environment Canada and NAV Canada standards.
- Provide quality assurance on all meteorological data collected and transmitted.
- Transmit flight plans, flight notifications, and operational updates to Flight Service Stations (FSS) and pilots.
- Communicate flight information and potential hazards to ensure safe approach, landing, and take-off operations.
- Monitor navigational aids and report irregularities.
- Issue landing and take-off authorizations as per NAV Canada procedures.
- Maintain daily aircraft movement logs, aeronautical publications, and operational reports.
- Operate and maintain radios, meteorological instruments, and communication equipment; perform required checks and tests.
- Prepare monthly performance reports and special reports.
- Perform other related tasks as requested

QUALIFICATIONS

- High school diploma
- Specialized training in accordance with NAV Canada regulations
- 1 year or less of relevant experience
- Fluency in Cree and English, French is an asset
- Knowledge of safety standards

Status: **Six-month Contract**
2 weeks on / 2 weeks off

Job description available upon request. Please submit your resume by **October 15, 2025**, via email to jobpostings@wemindji.ca or by scanning the QR code, by clicking the link or by mail: Human Resources Department, Cree Nation of Wemindji, 21 Hilltop Drive, P.O Box 60, Wemindji, QC, J0M 1L0