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**Job Profile- Terms of Reference  
(Agreement with Independent Contractor)**

<b>Position:</b>	Advisor in Aircraft Structures
<b>Project:</b>	Agreement between UNOPS and BANOBRAS (Mexican Government)
<b>Place of Destination:</b>	Mexico City, Mexico
<b>Section / Unit:</b>	UNOPS Mexico
<b>Contract / Level:</b>	Continuous Contract (On-going) - ICS-11 (IICA-3)
<b>Supervisor:</b>	Project Advisor

### **1. General background of the project / assignment**

In the framework of the Inter-institutional collaboration agreement between UNOPS and the government of the United Mexican States, through BANOBRAS, for the service of administration and disposal of goods, UNOPS will provide technical advisory services, with the main objective of initiating the process of commercialization and subsequent sale of the aircraft used by the President of the United States of Mexico, model Boeing 787- 8, seeking the best market conditions for the Mexican Government.

UNOPS will provide technical assistance regarding all acts prior to the sale of the aircraft, consisting on the organization of required technical documentation, inspection, valuation, market research and consolidation of sale alternatives, through mechanisms that provide the best market conditions to the Mexican Government.

Under the framework of this agreement, a second phase is envisaged in which the scope of the agreement will be extended to a fleet of 71 aircraft (aircraft and helicopters) owned by the government of the United Mexican States.

### **2. Purpose and scope of the assignment**

The Advisor will be responsible for providing specialized technical advice to achieve the following results:

- a) As part of the inspection work, perform an audit of the documentation regarding the repairs performed on the aircraft (s), in accordance with the structural repair manual provided by the manufacturers;
- b) Physical inspection of the aircraft (s) for the identification of damage to the fuselage caused during the operation of the aircraft (s);
- c) Preparation and / or update of the Repair Log;
- d) Verify the compliance with the repair records of structures in accordance to the highest standards of FAA, EASA requirements;
- e) Proceed with the Structural Inspection of the aircraft (s);
- f) Verify the LDND compliance (maintenance plan) and elaborate emission controls;
- g) Perform the mapping of all "Dent & Buckle" of the aircraft (s) by registering them through reports and photographs;
- h) Inspect the aircraft (s) according to the Structural Corrosion programs (CPCP or similar) supplied by the manufacturers, as well as record all the discrepancies found through reports and photographs;

All of the above maintaining strict confidentiality of information and applying the best market practices.

### **3. Monitoring and control of progress**

The Advisor will be in constant communication with the project leader and will provide detailed reports regarding the achievement of the results indicated in item 2.

In addition the performance of the Advisor will be recorded using the performance evaluation report (PER), including ongoing feedback.

### **4. Final product**

Log Structural Repair updated in accordance with current aeronautical legislation.

### **5. Qualifications and experience**

#### **a. Education**

- A Master's degree in a relevant field is required preferably in mechanical engineering or aeronautical engineering.
- A combination of Bachelor's degree with an additional 2 years of relevant work experience may be accepted in lieu of the education requirements outlined above.

#### **b. Work experience**

- A minimum of 7 years of relevant experience (or more depending on academic qualifications) is required in technical advice to projects in the aeronautical sector related to the maintenance or inspection of aircraft in the private or public sector.

#### **c. Languages**

- English fluent level is required
- Spanish intermediate or fluent level is an advantage.

#### **d. Competencies**



Develops and implements sustainable business strategies, thinks long term and externally in order to positively shape the organization. Anticipates and perceives the impact and implications of future decisions and activities on other parts of the organization.(for levels IICA-2, IICA-3, LICA Specialist- 10, LICA Specialist-11, NOC, NOD, P3, P4 and above)



Treats all individuals with respect; responds sensitively to differences and encourages others to do the same. Upholds organizational and ethical norms. Maintains high standards of trustworthiness. Role model for diversity and inclusion.



Acts as a positive role model contributing to the team spirit. Collaborates and supports the development of others. **For people managers only:** Acts as positive leadership role model, motivates, directs and inspires others to succeed, utilising appropriate leadership styles



Demonstrates understanding of the impact of own role on all partners and always puts the end beneficiary first. Builds and maintains strong external relationships and is a competent partner for others (if relevant to the role).



Efficiently establishes an appropriate course of action for self and/or others to accomplish a goal. Actions lead to total task accomplishment through concern for quality in all areas. Sees opportunities and takes the initiative to act on them. Understands that responsible use of resources maximizes our impact on our beneficiaries.



Open to change and flexible in a fast paced environment. Effectively adapts own approach to suit changing circumstances or requirements. Reflects on experiences and modifies own behaviour. Performance is consistent, even under pressure. Always pursues continuous improvements.



Evaluates data and courses of action to reach logical, pragmatic decisions. Takes an unbiased, rational approach with calculated risks. Applies innovation and creativity to problem solving.



Expresses ideas or facts in a clear, concise and open manner. Communication indicates a consideration for the feelings and needs of others. Actively listens and proactively shares knowledge. Handles conflict effectively, by overcoming differences of opinion and finding common ground.

## 6. Signatures- Post Description Certification

Incumbent *(if applicable)*:

Name:

Title:

Signature

Date

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Supervisor:		
Name:		
Title:	Signature	Date
	:	:
Chief Division/Section:		
Name:		
Title:	Signature	Date
	:	: