Civil Aviation
Authority of Zimbabwe

VACANCY NOTICE Ref: **CAAZ/08/2026**

POSITION: Regional Flight Operations Inspector
Reporting to Manager Flight Operations

Location: Victoria Falls

Job Purpose

This role exists for the safety oversight of aircraft operations in the country through certification of air operators, foreign air operators, remotely piloted aircraft systems operators, flight training organisations, and the skills testing of flight crew, cabin crew and flight dispatchers as well as continuous surveillance of the same and participate in setting safety standards through regulations for flight operations in the country in accordance with ICAO Standards and Recommended practices (SARPS).

Duties and responsibilities

- Evaluate and approve air operator Safety Management System and Quality Management system.
- Review and approve training program for pilots, dispatchers, flight operations officers, and cabin crew and ensure that the training covers all regulatory aspects and ICAO standards.
- Evaluate and approve air operator Operations manual, Maintenance Control Manual, Minimum Equipment List.
- Inspect and approve Air operator facilities, equipment and aircraft.
- Certification and approval of ground handling activities and organisations.
- Audit, Inspect and approve of sub contracted training organisations and continuous maintenance organisations.
- Recommend the issuance of the Air Operator Certificate to the Manager Flight Operations.
- Conduct renewal audits and inspections on Air Operators.
- Assessment of the Foreign Operator applications and documentation.
- Recommending the issuance of the Foreign Operator Certificate to the Manager Flight Operations.
- Conducting renewal application review and assessments for Foreign Operators.
- Conduct surveillance audits and inspections on Air Operators and Approved Training Organisations and Remotely Piloted aircraft systems operators.
- Conduct surveillance flight tests for designated flight examiners, flight instructors, designated flight dispatcher examiners, designated cabin crew examiners and designated remote pilots' examiners.
- Conduct en-route in-flight cockpit inspections on local air operators.
- Conduct Ramp Inspections on Foreign operators.
- Conduct skills tests for pilots, cabin crew and Flight dispatchers and remote (drone) pilots for license issuance and proficiency checking
- Assess designated flight examiners, Check Airmen, cabin crew examiners, Remote Pilots Examiners knowledge and examining technique.
- Issue Instructor Ratings for flight instructors, remote pilot instructors, cabin crew instructors, and flight dispatchers' instructors rating.
- Issue licenses for pilots, cabin crew, remote pilots and Flight dispatchers.
- Examine and assess pilots during radio telephony theoretical and practical examinations.
- Fly the CAAZ aircraft on airports and aerodrome operations surveillance inspection visits.
- Participate in all aircraft operations regulations development.
- Review applications for Approved Training Organisations for Pilots, Remote Pilots, Cabin Crew and Flight Dispatchers.
- Review and approve of Training and procedures manuals for Approved training Organisations for Pilots, Remote Pilots, Cabin Crew and Flight Dispatchers.
- Recommend for approval of the Approved Training Organisations for Pilots, Remote Pilots, Cabin Crew and Flight Dispatchers to the Manager Flight Operations.
- Conduct renewal audits and inspections on Approved Training Organisations for Pilots, Remote Pilots, Cabin Crew and Flight Dispatchers to the Manager Flight Operations.
- Inspect and approve Flight Simulator Training devices.

- Compile and upload evidence required on the ICAO continuous approach website
- Review and process applications for Remotely Piloted Aircraft systems operator certificate.
- Inspect and approve Remotely Piloted Aircraft systems operator facilities, equipment and Remotely Piloted Aircraft.
- Conduct renewal audits and inspections on Remotely Piloted Aircraft systems operators.

Qualifications

- At least a Commercial Pilot License
- Instrument Rating
- Instructor Rating

Experience

- At least 1000 Total Flying Hours
- A minimum of 500 hours PIC hours
- At least 5 years' experience as a CPL holder

Skills and Competences

The Civil Aviation Authority of Zimbabwe is an equal-opportunity employer. Female candidates are encouraged to apply. Interested candidates should submit applications and their Curriculum Vitae, including **certified copies of educational and professional certificates** not later than **25 November 2026 to**: -

Email: recruitment@caaz.co.zw
OR
Acting Human Resources and Administration Director
Civil Aviation Authority of Zimbabwe
Robert Gabriel Mugabe International Airport
Level 3, New Terminal Building
P. Bag 7716
Causeway, Harare

NB : Failure to submit certified copies will result in disqualification.