
Flight Service Manager Resume

Job Objective

Would like to be considered for Flight Service Manager at your company where I can be of service to those employees who would be on my team.

Highlights of Qualifications:

- Experience in administering VIP and charter aircraft
 - Thorough knowledge of aviation cabin services
 - Operational knowledge of aviation regulations and law
 - Ability to analyze passenger requirements
 - Ability to manage multiple tasks
 - Excellent in negotiation skills
 - Ability to coordinate with FAA
 - Ability to work independently
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Professional Experience:

Flight Service Manager
Serco, Inc., Walnut Creek, CA
October 2008 – Present

- Developed cabin services section for airline.
 - Maintained activities as per AOC regulations.
 - Coordinated with management and purchased new assets for department.
 - Ensured compliance with all aviation regulations.
 - Prepared organizational structure and cabin services team.
 - Monitored and recommended improvements to all services.
 - Provided training to staff and implemented activities.
 - Ensured optimal level of customer services in flight.
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Education:

Bachelor's Degree in Business Administration
Trinity Washington University, Washington, DC, DC

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