



Michael ANDERSON

AIRCRAFT GROUND SUPPORT COORDINATOR

Dedicated and highly organized Aircraft Turnaround Coordinator with a strong background in managing aircraft ground handling operations. Expertise in coordinating logistics, ensuring compliance with safety standards, and optimizing turnaround times. A detail-oriented professional committed to delivering high-quality service in fast-paced environments. Proven ability to lead teams effectively and foster a collaborative work atmosphere.

CONTACT

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- 📍 San Francisco, CA

SKILLS

- ground handling
- logistics coordination
- safety compliance
- team leadership
- training and development
- performance tracking

LANGUAGES

- English
- Spanish
- French

EDUCATION

**ASSOCIATE DEGREE IN AVIATION
TECHNOLOGY, COMMUNITY COLLEGE
OF AVIATION, 2020**

ACHIEVEMENTS

- Achieved recognition for outstanding service in ground operations in 2022.
- Increased team efficiency by 15% through process improvements and training.
- Successfully implemented a new scheduling system that reduced turnaround times.

WORK EXPERIENCE

AIRCRAFT GROUND SUPPORT COORDINATOR

AeroLink International

2020 - 2025

- Coordinated ground operations for regional aircraft, ensuring timely departures and arrivals.
- Managed aircraft turnaround processes, achieving a 95% on-time performance record.
- Communicated effectively with flight crews, maintenance teams, and ground personnel.
- Monitored compliance with safety and operational protocols.
- Developed checklists and standard operating procedures for ground handling teams.
- Provided training and mentorship to junior staff members.

GROUND OPERATIONS SPECIALIST

FlyRight Airlines

2015 - 2020

- Assisted in managing daily turnaround operations, ensuring efficiency and compliance.
- Collaborated with various departments to optimize ground service processes.
- Utilized software to track turnaround times and generate performance reports.
- Engaged in safety audits and inspections to maintain high standards.
- Participated in training sessions to enhance team skills and knowledge.
- Maintained accurate documentation of operational activities and performance metrics.