



MICHAEL ANDERSON

Safety and Compliance Coordinator

Emerging Aviation Regulatory Officer with a strong foundation in compliance management and safety oversight, equipped with 4 years of experience in the aviation field. Recognized for a proactive approach to regulatory compliance, ensuring that all operational activities meet established safety standards. Demonstrates a keen ability to analyze regulatory requirements and implement effective compliance strategies.

CONTACT

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- San Francisco, CA

EDUCATION

Bachelor of Science in Aviation Science

Embry-Riddle Aeronautical University
2016-2020

SKILLS

- Compliance management
- Safety oversight
- Audit support
- Training facilitation
- Regulatory analysis
- Documentation management

LANGUAGES

- English
- Spanish
- French

WORK EXPERIENCE

Safety and Compliance Coordinator

2020-2023

AeroSecure Solutions

- Assisted in conducting safety audits to evaluate compliance with aviation regulations.
- Collaborated with teams to implement corrective actions for identified compliance gaps.
- Maintained records of compliance documentation.
- Facilitated training sessions on safety regulations for staff.
- Engaged with regulatory agencies to clarify compliance expectations.
- Prepared compliance reports for internal review.

Compliance Intern

2019-2020

JetStream Airlines

- Supported the compliance team in monitoring adherence to safety regulations.
- Assisted in the preparation of audit materials and documentation.
- Participated in safety training sessions and workshops.
- Reviewed operational procedures for compliance with regulatory standards.
- Maintained compliance tracking systems and documentation.
- Engaged with staff to promote a culture of safety and compliance awareness.

ACHIEVEMENTS

- Achieved recognition for exemplary performance during compliance audits.
- Contributed to a 10% improvement in compliance tracking processes.
- Developed training materials that enhanced staff awareness of safety regulations.