



Michael ANDERSON

FLIGHT OPERATIONS COORDINATOR

Highly skilled Flight Operations Executive with a focus on operational efficiency and customer satisfaction in the aviation industry. With over 7 years of experience, this professional has developed a profound understanding of flight operations, safety protocols, and regulatory compliance. Known for an analytical approach to problem-solving and a commitment to operational excellence.

CONTACT

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SKILLS

- Operational Coordination
- Regulatory Compliance
- Data Analysis
- Team Collaboration
- Safety Standards
- Process Improvement

LANGUAGES

- English
- Spanish
- French

EDUCATION

**BACHELOR OF ARTS IN AVIATION
MANAGEMENT, FLIGHT ACADEMY,
2015**

ACHIEVEMENTS

- Improved on-time performance metrics by 15% through process enhancements.
- Recognized for outstanding teamwork and received 'Team Player Award' in 2020.
- Successfully implemented a new scheduling system that reduced delays by 10%.

WORK EXPERIENCE

FLIGHT OPERATIONS COORDINATOR

AeroJet Airlines

2020 - 2025

- Coordinated daily flight schedules, ensuring optimal aircraft utilization.
- Monitored compliance with safety regulations and operational protocols.
- Assisted in the development of training programs for flight operations staff.
- Collaborated with ground teams to streamline aircraft turnaround processes.
- Provided support during emergency situations, ensuring passenger safety and compliance.
- Analyzed operational data to identify trends and recommend improvements.

ASSISTANT FLIGHT OPERATIONS MANAGER

FlyHigh Aviation

2015 - 2020

- Supported the management of flight operations, ensuring compliance with regulatory standards.
- Assisted in the coordination of flight crew schedules and logistics.
- Conducted operational audits to ensure adherence to safety protocols.
- Facilitated communication between flight crews and ground operations.
- Developed reports on operational performance for senior management.
- Participated in training sessions to enhance team skills and knowledge.