AERIAL SURVEY PILOT - PIPER AZTEC

Complete Job Description & A-Player Profile

ProStar Flight Services seeks an exceptional Multi-Engine Aerial Survey Pilot who combines aviation excellence with administrative precision. This role demands a pilot who thrives in challenging flight environments while maintaining meticulous documentation standards, unwavering commitment to operational excellence, and contributes to building our aviation community.

COMPANY OVERVIEW

Vision: To build and enhance an aviation community through providing both exceptional flight services and the opportunity for emerging aviators to grow their skills, abilities and confidence.

Mission: ProStar affords unique and challenging flying opportunities requiring aviators to be industrious and steadfast to accomplish the mission. We are loyal to each other and our clients, fostering an exceptional work environment. A principled approach to business operations creates a work product that exceeds expectations, and all ProStar team members conduct themselves with integrity, both toward themselves and others.

Core Values:

- **Integrity:** Doing the right thing when no one is looking
- **Industrious:** Diligent hard work as our cornerstone
- **Loyal:** Faithful to commitments and obligations
- **Principled:** Ethically and morally rooted decision-making
- **Steadfast:** Unwavering dedication and discipline

POSITION OVERVIEW

Employment Type: Seasonal (Mid-October through Mid-June)
Training Period: October 20-31, 2026 (Greeley, Colorado)
Operational Period: November 1 – Mid-June
Travel Requirement: 100% - Continental United States (primarily west of Mississippi)
Flight Hours: 6-10 hours daily during capture season; ~300+ hours seasonal average
Administrative Load: 1-2 hours daily planning, documentation, and reporting requirements

CRITICAL SUCCESS FACTOR: This position requires equal excellence in multi-engine aviation operations **AND** administrative precision. Candidates who excel at flying but struggle with detailed daily paperwork will not succeed in this role.

KEY ACCOUNTABILITIES & SUCCESS METRICS

Primary Responsibilities

1. Multi-Engine Flight Operations Excellence (25% of role)

- Execute 100% safe Part 91 multi-engine operations as Pilot-in-Command
- Maintain zero preventable incidents/accidents record
- Achieve 95%+ mission completion rate despite weather/operational challenges
- Demonstrate superior airmanship in complex airspace, mountainous terrain, and high density altitude operations
- Master twin-engine emergency procedures and decision-making

2. Administrative Excellence & Daily Documentation (25% of role)

- Complete comprehensive daily flight reports the same day of flight completion
- Document and submit ALL expenses with proper receipts and categorization
- Maintain detailed operational logs including weather, flight parameters, and mission data
- Utilize company expense tracking systems with 100% accuracy
- Respond to administrative requests within same business day
- Track multi-engine specific metrics and maintenance requirements

3. Mission Execution & Technical Operations (20% of role)

- Collaborate with supervisors to understand and exceed capture objectives
- Master image capture acquisition software operation within 10 days of first rotation
- Perform effective equipment troubleshooting with minimal supervision
- Demonstrate proactive weather monitoring and adaptive flight planning
- Complete projects within specified timelines and quality standards
- Manage complex multi-engine systems while conducting survey operations

4. Operational Coordination & Logistics (15% of role)

- Coordinate complex logistics (FBO services, ATC clearances, airspace coordination)
- Work with Director of Operations or AFMC to manage aircraft maintenance scheduling
- Conduct thorough hazard assessments prior to project deployments
- Ensure proper equipment loading and data management
- Plan fuel management for extended multi-engine operations

5. Professional Communication & Relationship Management (10% of role)

- Maintain positive relationships with all internal and external stakeholders
- Provide clear, timely updates to supervisors
- Represent ProStar professionally in all client and vendor interactions
- Demonstrate active listening and appropriate response to direction

6. Team Integration & Cultural Alignment (5% of role)

- Embody ProStar values in all daily interactions and decisions
- Support colleagues and organizational objectives beyond individual responsibilities
- Show unwavering commitment to full seasonal employment
- Contribute positively to team morale and company culture

PERFORMANCE STANDARDS & A-PLAYER PROFILE

A-Player Characteristics We Seek:

- **Safety-First Mindset:** Demonstrates consistent, proactive safety behaviors without compromise
- **Administrative Excellence:** Thrives with structured reporting and detailed documentation requirements
- **Mission-Critical Thinking:** Analyzes complex situations thoroughly before making decisions

- **Systems Orientation:** Naturally organizes work processes for maximum efficiency and accuracy
- **Multi-Engine Proficiency:** Exceptional understanding of twin-engine operations and emergency procedures
- **Adaptability Under Pressure:** Thrives in dynamic, challenging environments
- **Communication Precision:** Provides clear, accurate, and timely information in all formats
- **Reliability & Accountability:** Consistently meets all commitments without requiring follow-up
- **Growth Orientation:** Actively seeks to improve both aviation and business administration skills
- **Team-First Mentality:** Balances personal goals with team success and organizational needs

Specific Performance Expectations:

- **Safety:** Maintain 100% safety record with zero preventable incidents
- **Mission Completion:** Achieve 95%+ mission completion rate despite operational challenges
- **Administrative Accuracy:** Submit 100% accurate daily reports and expense documentation within 24 hours
- **Documentation Quality:** Receive zero administrative corrections or follow-up requests
- **Technical Proficiency:** Master all aircraft systems and survey equipment within 7-day training period
- **Stakeholder Satisfaction:** Receive positive feedback from 100% of supervisors, clients, and vendors
- **Seasonal Commitment:** Complete full seasonal employment without early departure

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REQUIRED QUALIFICATIONS

Regulatory & Certification Requirements:

- **Minimum age:** 21 years
- **Medical Certificate:** Current 1st or 2nd Class Airman's Medical Certificate
- **Pilot Certificates:** Commercial Airplane Multi-Engine Land Certificate, Instrument Rated and current
- **Endorsements:** High Performance and Complex Aircraft Endorsements
- **Driver's License:** Valid U.S. Driver's License with clean driving record

- **Drug Testing:** Pass pre-employment screening; subject to random testing throughout employment

Flight Experience Requirements (Minimum):

- **Total Time:** 400 hours total flight time
- **Multi-Engine Time:** 30 hours (15 hours minimum PIC ME time)
- **Cross-Country:** Demonstrated cross-country flight experience
- **Complex Aircraft:** Experience with retractable gear and constant-speed propeller operations

Administrative & Technical Requirements:

- **Computer Proficiency:** Advanced skills in Microsoft Office Suite (Excel, Word, Outlook)
- **Documentation Experience:** Proven track record of maintaining detailed, accurate records
- **Organizational Skills:** Demonstrated ability to manage multiple concurrent administrative tasks
- **Communication Skills:** Excellent written and verbal communication abilities
- **Professional Presentation:** Ability to maintain well-groomed, professional appearance

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PREFERRED QUALIFICATIONS

Enhanced Flight Experience:

- **Total Time:** 600+ hours total flight time
- **Multi-Engine Time:** 50+ hours multi-engine time
- **Complex Aircraft:** 100+ hours in complex aircraft
- **Cross-Country:** 75+ hours PIC Cross-Country time
- **Mountain Flying:** Demonstrated experience in mountainous terrain
- **High Density Altitude:** Operations above 7,500 ft
- **Airspace Experience:** Operations in Class B and complex airspace environments

Administrative & Professional Excellence Indicators:

- **Documentation History:** Examples of managing complex reporting requirements in previous roles
- **Expense Management:** Experience with expense tracking software and receipt management systems

- **Process Improvement:** Track record of improving administrative processes or systems
- **Multi-tasking Ability:** Demonstrated success balancing operational and administrative responsibilities
- **Attention to Detail:** History of error-free documentation and reporting in high-stakes environments

Behavioral Evidence of A-Player Performance:

- **Aviation Excellence:** Track record of safety-conscious decision making and superior performance
- **Administrative Excellence:** Proven history of meticulous record-keeping and timely reporting
- **Professional Growth:** Examples of continuous improvement in both technical and administrative skills
- **Relationship Building:** History of positive relationships with supervisors, colleagues, and clients
- **Reliability:** Consistent pattern of meeting commitments and exceeding expectations
- **Adaptability:** Success in dynamic, challenging work environments requiring quick adaptation

COMPENSATION PACKAGE

Base Compensation Structure:

- **Daily Rate:** $60/day while on shift
- **Flight Pay:** $20/flight hour
- **Performance Bonus:** Additional 20% per flight hour for time flown over 30 hrs per month (when performance and commitment conditions met)

Comprehensive Travel Support:

- **Accommodations:** Hotel expenses fully covered during operational assignments
- **Transportation:** Rental car or ride-share expenses covered for business purposes (up to $60/day)
- **Transfer Flights:** Covered up to $400 per transfer flight at beginning/end of assignments
- **Daily Allowance:** $64 per diem for meals and incidental expenses (ex: Ride Share tips) during operational periods

WHAT DISQUALIFIES CANDIDATES - DO NOT APPLY IF:

Aviation-Related Disqualifiers:

- **Safety Shortcuts:** History of cutting corners or prioritizing efficiency over safety
- **Casual Aviation Interest:** Not genuinely passionate about aviation as a career and lifestyle
- **Time-Building Focus:** Primarily seeking to build multi-engine time with intention to leave quickly
- **Multi-Engine Complacency:** Lacks respect for the complexity and responsibility of twin-engine operations

Administrative-Related Disqualifiers:

- **Documentation Avoidance:** Dislike of paperwork, reporting, or detailed administrative tasks
- **Disorganization:** History of missed deadlines, lost paperwork, or inaccurate reporting
- **Technology Resistance:** Unwillingness to learn new software systems or digital documentation processes

Professional Commitment Disqualifiers:

- **Seasonal Abandonment:** Would consider leaving mid-season upon reaching personal flight time goals
- **Individual Focus:** Unwilling to prioritize team success and organizational needs
- **Commitment Issues:** Pattern of job-hopping or incomplete employment commitments
- **Interpersonal Friction:** Exhibits a brash or abrasive personality that undermines crew cohesion and the collaborative environment essential to safe, effective operations

HIRING PROCESS

Phase 1: Application & Initial Screening

- **Complete Application:** Comprehensive questionnaire including detailed work history
- **Professional Resume:** Highlighting both aviation achievements and administrative experience
- **Compelling Cover Letter:** Demonstrating passion for aviation AND administrative excellence. **AT THE END OF YOUR COVER LETTER, WRITE TWO SENTENCES TO ANSWER**

THIS QUESTION: "IF YOU COULD FLY ANY AIRPLANE FROM HISTORY, WHAT AIRPLANE WOULD YOU CHOOSE TO FLY?"

Phase 2: Comprehensive Behavioral Assessment

- **Culture Index Assessment:** Determination of successful attributes to do the job
- **Hireflix:** Initial One-Way Q&A

Phase 3: Cultural Alignment & Commitment Verification

- **CIDS Interview:** Chronological In-Depth Structured interview covering entire career history
    - **Administrative Competency Assessment:** Detailed questions about documentation and reporting experience
    - **Multi-Engine Focus:** In-depth discussion of twin-engine experience and decision-making
    - **Behavioral Pattern Analysis:** Assessment of consistency in both aviation and administrative excellence
    - **Values Integration:** Deep assessment of alignment with ProStar's core values
    - **Seasonal Commitment Verification:** Detailed discussion of full-season employment expectations
    - **Long-term Relationship Building:** Evaluation of mutual fit for ongoing seasonal employment
- **Team Interaction Evaluation:** Assessment of collaborative abilities and cultural fit
- **Reference Verification:** Contact with former supervisors specifically regarding administrative performance

Phase 4: Skills & Technical Validation - Following Conditional Job Offer

- **Flight Assessment:** Practical multi-engine flight evaluation at KGXY (first 2 days of onboarding process)
- **Administrative Simulation:** Real-world documentation and reporting exercise
- **Technology Proficiency:** Assessment of software skills and learning ability
- **Systems Thinking Evaluation:** Problem-solving scenarios requiring both aviation and administrative solutions

APPLICATION INSTRUCTIONS & PROCESS

How to Apply:

1. **Visit Company Website:** https://prostarflight.com/jobs (DO NOT apply through third-party job sites - applications will not be reviewed)
2. **Complete Full Application:** Including comprehensive questionnaire and work history
3. **Submit Required Documents:** Resume, cover letter, and any relevant documentation examples
4. **Email Configuration:** Add *@app.bamboohr.com* to email whitelist to ensure communication delivery
5. **Follow All Instructions:** Attention to detail in application process is critical assessment factor

Application Evaluation Criteria:

- **Completeness:** All requested information submitted accurately and thoroughly
- **Timeliness:** Application submitted within specified timeframes
- **Attention to Detail:** Error-free submissions demonstrating administrative capabilities
- **Professional Presentation:** Quality of written communication and document organization
- **Relevant Experience:** Clear demonstration of both aviation and administrative qualifications

Important Notes:

- **Documentation Excellence:** Application process itself serves as initial assessment of administrative capabilities
- **Response Timeline:** Qualified candidates will receive follow-up communication within 1-2 business days
- **Process Integrity:** All applicants go through identical evaluation process to ensure fairness
- **Medical Privacy:** ProStar does not require COVID-19 vaccination and respects personal medical decisions

POSITION SUMMARY

This Multi-Engine Aerial Survey Pilot position represents a unique opportunity for an aviation professional who excels at both complex aircraft operations and business administration. The ideal candidate views detailed documentation and reporting not as burdensome requirements, but as professional standards that demonstrate their commitment to excellence.

Success in this role requires:

- **Dual Excellence:** Superior performance in both multi-engine aviation operations and administrative functions
- **Professional Maturity:** Understanding that great pilots are also great business professionals
- **Systems Thinking:** Ability to see how excellent documentation supports mission success
- **Team Commitment:** Dedication to full seasonal employment and team success
- **Growth Mindset:** Desire to develop into a complete aviation professional

This position is ideal for pilots who:

- Take pride in producing excellent work products in all areas
- Understand that administrative excellence supports operational excellence
- Want to be part of a team that values both aviation skills and professional business practices
- Are building a career, not just multi-engine flight time
- Thrive in structured, accountable environments

ProStar Flight Services is committed to hiring A-players who will contribute to our aviation community's growth while maintaining the highest standards of both operational and administrative excellence.

ACKNOWLEDGMENT

I have received a copy of the job description for the Aerial Survey Pilot – Aztec position for the 2026-2027 season.

I have reviewed this job description and I understand all my job duties and responsibilities. I am able to and will perform the essential functions as outlined.

I understand the critical requirements of this position.

I certify that I meet the required qualifications.

I understand the compensation structure.

I understand that my job may change on a temporary or regular basis according to the needs of ProStar Flight Services without it being specifically included in the job description. If I have any questions about job duties not specified on this description that I am asked to perform, I should discuss them with my immediate supervisor or the Director of Operations.

I have discussed any question I may have had about this job description prior to signing this acknowledgement.

Position: Aerial Survey Pilot – Aztec

Date: _____

_____
Employee's Signature

_____
Employee's Name