

# **R1.1 REPORT ON OCCUPATIONAL** ANALYSIS IN AIR TRANSPORT



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### **1 INTRODUCTION**

#### **1.1 SCOPE OF THE REPORT**

KAAT project aims to bridge the gap between the two pathways for education and training in the aviation sector (vocational and academic) by issuing a methodology for the Aviation Sectorial Qualification Framework and modernising higher education through innovative approaches for teaching and learning.

This report describes the results of an occupational analysis of the aviation sector (WP1). The analysis contains the description of around 120 aviation occupations by providing definitions and descriptions of knowledge, skills and competences required by each of them, created in compliance with ESCO classification by using a number of other sources. The analysis also contains a part dedicated to the future aviation occupations for which the education and training programmes have to already be envisaged.

This report provides input for WP3 and WP4, led by the educational and training institutions of the KAAT Project. The two work packages aim to identify, develop and describe the learning outcomes of a number of qualifications in the aviation sector.

The aim of this report is to provide insights into the knowledge, skills and competences required by current and future employers of the sector, in order to better align the identified qualifications to the needs of different different occupations and be able to adapt the study programmes based on feedback from the labour market.

#### **1.2 STRUCTURE OF THE REPORT**

The report is organised around 6 main sections as follows:

- Section 2 describes the methodology approach adopted for carrying out the occupational analysis in the aviation sector;
- Section 3 presents the competences framework created to describe the key competences, tasks and responsibilities associated to each occupation identified;
- Section 4 introduces the sectorial breakdown of the aviation sector, describing the high-level categories of activities and the respective carriers' paths. It also presents the complete list occupations identified. A specific paragraph within this section is dedicated to the emerging occupations.
- Section 5 reports the results related to current and future collaboration opportunities between industries and educational institutions;
- Finally, conclusions and next steps are discussed in section 6.
- Annexes include: the sectorial classification of the current occupations in the aviation sector (excel template) and the complete list of results gathered through the survey.





#### **1.3 DEFINITIONS AND ACRONYMS**

Acronyms list			
EASA	EASA European Aviation Safety Agency		
ESCO	European Skills/Competences qualifications and occupations		
ICAO	International Civil Aviation Organisation		
IT	Information technology		
IoT	Internet of Things		
KAAT	KAAT Knowledge Alliance in Air Transport		
WP	Work Package		

### 2 METHODOLOGY OF WORK

In order to develop a sectorial breakdown (see Section 4) and the competency framework (see Section 3) for the aviation sector, the project used a combined methodological approach (see Figure 1) to identify and analyse the:

- current and emerging occupations;
- key competences, responsibilities, skills and knowledge required for those occupations;
- current and future collaboration opportunities for industries and educational institutions.

The **top-down approach** focuses on a structured review of current official documentation produced at European (EU) level and the analysis of past and ongoing EU funded projects.

The top-down approach is complemented by a **bottom-up** approach where the involvement of external aviation stakeholders is a key element in evaluating and validating the sectorial breakdown and the competences framework. Two different activities were organised: (1) the administration of an online survey for collecting feedback regarding current occupations and competences in the aviation sector; and (2) the organisation of the 1<sup>st</sup> KAAT workshop on "Smart qualifications for smart air transport occupations" for validating the results achieved within WP1.



The following paragraphs describe more in detail the top – down and bottom – up approaches.





#### **2.1 TOP-DOWN: SOURCES**

The top-down approach was based on the following activities:

- 1. The review of reports and documents developed by European policy entities;
- 2. The review and analysis of materials and documentation produced in past and ongoing EU topicrelated funded projects (e.g. AIRVET, SKILLFUL, EDUCAIR, FLYHIGHER and AirTN);
- 3. The collection of relevant input and material from KAAT project partners.

Table 1 shows the main sources used for developing the sectorial breakdown for current and future occupations and the competences framework.

Table 1: Top-dowr	approach sources
TOP DOWN APPR	OACH - SOURCES
Sources for current occupations and competences framework	Sources for Future occupations
<ul> <li>ESCO platform: the classification of European Skills, competences, qualification and occupations. https://ec.europa.eu/esco/portal/home?resetLanguag e=true&amp;newLanguage=en</li> <li>ICAO (International Civil Aviation Organisation) classification of Civil aviation activities https://www.icao.int/Pages/default.aspx</li> <li>EASA framework on key competences in the aviation sector https://www.easa.europa.eu/</li> <li>CIGREF document on "Information Systems roles in large companies</li> <li>https://www.cigref.fr/cigref_publications/RapportsContainer/Parus2011/2011_IS_roles_in_large_companie_S_HR_nomenclature_CIGREF_EN.pdf</li> <li>EntreComp: Entrepreneurship Competence framework [13]</li> </ul>	<ul> <li>AIRVET (Aeronautic Industry Skill Resolution for a more efficient VET offer) Lifelong Learning Programme. http://airvet-project.eu</li> <li>SKILLFUL (Skills and competences development of future transportation professionals at all levels), Horizon 2020. http://www.skillfulproject.eu/</li> <li>EDUCAIR (Assessing the EDUcational gaps in Aeronautics and AIR transport), FP7 project. http://web.tecnico.ulisboa.pt/~vascoreis/projects/ed ucair/</li> <li>FLYHIGHER (Shaping the new evolving generation of aeronautic professionals), FP7 project. http://www.flyhigher.eu/</li> <li>AirTN (Air Transport Net). https://www.airtn.eu/project/overview/</li> <li>AIRBUS white paper. The engineer of the future. http://company.airbus.com/careers/partnerships- and-Competitions/The-Engineer-of-the-Future-White- Paper.html</li> <li>IATA report, 2015. StB (Simplify the business). Transformation in progress and explorations underway. https://www.iata.org/whatwedo/stb/Documents/StB- White-Paper-2013.pdf</li> <li>World Economic Forum, 2016. The future of jobs: Employment, skills and workforce strategy for the fourth industrial revolution [5].</li> </ul>

The review of the EU sources was used to define the high-level categories and sub-categories of occupations, developing their sectorial breakdown. Relevant documentation from EU reports, aviation





documentation and past and ongoing EU projects collected from project partners was used for identifying emerging and future occupations and enriching the descriptions of the current occupations.

#### **2.2 BOTTOM-UP: SURVEY**

#### **2.2.1 DESIGN OF THE SURVEY**

To obtain information on current and emerging occupations and to consolidate the sectorial breakdown for the aviation sector, an online survey was developed for collecting feedback from various employees working in the aviation sector. The participants were asked to share their experiences and views regarding (a) the skills and competences required in their current occupations; (b) the emerging skills and competencies necessary for the future workforce; and (c) the past and present training and collaboration opportunities between industries and educational institutions.

The survey was structured around five main sections:

- 1. **Background and employment** (Q1 Q8). The first section contained general questions about the background and employment of the respondents including age, gender, country and area of the aviation sector in which they currently work, as well as information about what they like the most and the least about their job.
- **2. Education and training** (Q9 Q18). The second section included questions related to the educational qualifications of the respondents and the training they have received within their organisation.
- **3. Collaboration with educational institutions and training providers** (Q19 Q23). As the KAAT project aims to bridge the gap between the vocational and academic educational pathways by fostering new university-business collaborations, this third section was included to explore the respondents' views regarding the synergies and collaborations between educational institutions and industry.
- **4. Key competences** (Q24 Q28). This section collected feedback on the competences needed in the aviation sector and validated key competences identified within WP1 that were included in the competences framework for the aviation sector developed as part of this work.
- 5. **New and emerging occupations** (Q29 Q32). This last section explored respondents' views regarding the changing nature of work in the next years: the occupations that are going to disappear and those that will be created.

The survey questions were developed based on the project scope, the identified list of occupations and their descriptions, and additional information required for the development of the mapping between occupations and qualifications. As such, the questions helped to further explore and validate the described occupations and understand how well the skills are required for them aligned with the learning outcomes of undertaken qualifications and training. The questions were generated based on the review of several external sources, current and past projects, and review of the questions by KAAT project partners. A copy of the KAAT survey is provided in Annex 8.2.





#### 2.2.2 TARGET PARTICIPANTS AND DISTRIBUTION

The purpose of the online survey was to gather input from employees working in all areas of the aviation sector value chain including: Commercial Aviation, General Aviation, Airport Operations, Air Navigation Services, Regulatory Functions, Other Transportation Support Activities, and Aviation Training.

A strong effort was made to disseminate the survey to get a relevant amount of feedback. All KAAT project partners were encouraged to spread the survey among their contacts. Moreover, business-oriented and social-oriented networking media channels like Twitter and LinkedIn were used to disseminate and promote the survey.

KAAT Project         ***           36 followers 2mo         ***           As part of WP1 - occupational analysis of the aviation sector - the KAAT project is developing a framework of current and emerging occupations in the aviation sector.	Deep Blue @dblue_it - 5 giu Are you employed in the #aviation sector? Fill in this survey by @KAAT_Project collecting feedback on key skills, competencies and knowledge needed in current and future #jobs in aviation. Please share the survey with your colleagues! Closure is 8th June: surveymonkey.com/r/CBH725T
We are seeking input from employees working in all areas of the aviation sector value chain including: Commercial Aviation, General Aviation, Airport Operations, Air Navigation Services, Regulatory Functions, Other Transportation Support Activities, and Aviation Training. To participate please access the following link: https://lnkd.in/eUqrqhn	Q t⊒ 1 ♡ 1
KAAT Occupational Analysis in Air Transport surveymonkey.com Web survey powered by SurveyMonkey.com. Create your own online survey now with SurveyMo 4 Likes	
Å Like □ Comment A Share	

Figure 2: Examples of dissemination of the online survey

The survey was uploaded in the platform SurveyMonkey (www.surveymonkey.com) and it is available at: <a href="https://www.surveymonkey.com/r/CBH725T">https://www.surveymonkey.com/r/CBH725T</a>.

The data analysed and reported in the following sections refer to a period of three months, from 15.05.18 to 31.07.18. The survey will be kept open for the entire duration of the KAAT project to continue collecting data.

#### 2.2.3 SURVEY PARTICIPANTS: BACKGROUND INFORMATION

The survey was open for a period of 3 months, from 15.05.18 to 31.07.18. During this time, a total of 132 responses were received. Information about participants' age and gender is shown in Figure 3 and Figure 4. While the most of participants were male and aged 25 to 44, feedback was received from employees of all ages and both genders.







The distribution of respondents per country is shown in Table 2, participants worked in a number of European countries, as well as outside of the EU. The countries with more responses are: Romania (28%), Italy (18%) and Portugal (15%). The distribution of participants likely reflects the national countries composition of KAAT partners where – understandably- they have more contacts.

COUNTRY	PARTICIPANTS (IN %)	COUNTRY	PARTICIPANTS (IN %)	COUNTRY ("Other")	PARTICIPANTS (IN %)
Albania	0.79%	Netherlands	1.57%	Singapore	0.79%
Belgium	1.57%	Norway	1.57%	Qatar	0.79%
Croatia	8.66%	Portugal	14.96%		
Czech Republic	1.57%	Romania	28.35%		
France	9.45%	Spain	0.79%		
Germany	7.09%	Switzerland	1.57%		
Italy	18.11%	UK	2.36%		

**Table 2 Participants' countries of employment** 

Participants' distribution also represented a number of different roles and departments within the aviation sector (see Figure 5 and Figure 6).







#### **2.3 VALIDATION ACTIVITES**

In order to validate the list of occupations and generate adequate questions for the survey, input from KAAT project partners was requested at a regular basis.

In the first instance, this included the following activities related to the **identification of the 120 occupations** in the aviation sector:

- validation of the sectorial breakdown of occupations;
- identification of additional occupations in the aviation sector (i.e., any roles not yet identified in the preliminary list);
- description of the proposed occupations (i.e., their mission and required for them competences, knowledge and skills);
- validation of the final list of occupations and associated with their competences.

Partners' feedback was also requested when generating the questions for the **survey**. This was done to ensure that all necessary aspects are covered and that it will generate sufficient outputs for all elements of the work, not only for WP1, but also other WPs of the KAAT project.

The final outputs of WP1 were subsequently presented and validated during the **Stakeholder Workshop** held in Lisbon on 10<sup>th</sup> July 2018. KAAT project partners together with external experts, representing a range of departments within the aviation sector, participated in the workshop. The stakeholders were first briefed on the main outcomes of the study during a 30min presentation which explained the process of generating the classification of occupations and summarised key results of the survey study. The updated competency framework was then presented for validation purposes. A session of the workshop was dedicated to four parallel working groups as follows:

- Working group 1 AIRPORTS (A)
- Working group 2 AVIATION AND AIRLINE COMPANIES (AC)
- Working group 3 AIR TRAFFIC CONTROL (AT)
- Working group 4 HANDLING (H)





During the working group tasks, having familiarised themselves with the key outputs of WP1, participants were given an opportunity to provide their feedback on the presented results of the analysis. Each working group was asked to validate the classification of competences and the structure of the sectorial breakdown of occupations. Groups' discussions were really fruitful and participants provided suggestions for adding new occupations and merging and moving others. They also provide input for re-ordering and re-organising some competences.

The feedback collected through the workshop led to development of the final classification of occupations. This included an updated list of occupations and their descriptions, based on the revised competency framework. Information regarding educational and training opportunities as well as emerging and future occupations in the aviation sector was also gathered to further expand the analysis.

A summary of each working group discussion is available in the "Report on workshop 1: smart qualifications for smart air transport occupations" [14].

#### **3 COMPETENCY FRAMEWORK FOR THE AVIATION SECTOR**

This section introduces the KAAT competency framework developed in WP1 to describe the identified occupations. The need to develop such framework emerged from the analysis of competences and tasks, conducted based on ESCO classification, associated with the different roles identified. While undertaking the analysis, it was observed that the skills, competences and tasks for each occupation were presented together under "essential/optional skills and competences" section of the website. It was felt necessary to make a distinction between these different elements to better align the descriptions of the occupations with the language of the labour market. Consequently, a number of possible competency frameworks were reviewed through an Internet search. The example used by EASA [1] was ultimately relied upon to describe and group some key, high-level competencies and tasks identified within WP1, although other resources (e.g., [13]) were also drawn upon.

Specifically:

- We analysed and compared the EASA framework with our list of competences and tasks based on ESCO classification.
- We modified the EASA framework to better align the key categories of competences with the tasks and responsibilities identified through the ESCO website. We then expanded the framework by adding missing competences; thus, creating our competency framework for occupations in the aviation sector.

As a final step, tasks, responsibilities and skills/personal qualities associated with the identified occupations were mapped onto the categories of competences forming the framework. This was done with the help of project partners.

Following the inclusion of additional occupations and associated with them tasks, responsibilities, skills and knowledge components, and based on the initial review of the framework by the project partners, the KAAT competency framework was revised. This included re-categorisation of some of the competences and tasks as well as their modification (separation or merging of their sub-components) to reflect a more





accurate and cohesive picture of tasks and responsibilities. The framework was also further validated during the Stakeholders Workshop held in Lisbon on 10th July 2018 (see Section 2.3). The final version of the competency framework comprises eight main categories of competence and 28 specific competences. These are described in the next section of the report.

#### 3.1 COMPETENCY FRAMEWORK: CATEGORIES OF COMPETENCE AND KEY COMPETENCES

The KAAT competency framework developed within WP1 aims to identify, put together and group relevant competences, skills and tasks required by the current occupations in the aviation domain.

The KAAT framework is composed of eight categories of competence, representing "behavioural" competences (categories 1-4) and "technical and functional" competences (categories 5-8), including: (1) interpersonal skills and teamwork, (2) communication and reporting, (3) personal resilience and critical thinking, (4) training and development, (5) operational expertise, (6) customer focus, (7) leadership, management and planning, and (8) safety and responsibility. The key competences associated with each of these categories are shown in Figure 7.



Figure 7: Competency Framework final classification





As can be seen in Figure 7, each category of competence is composed of a number of competences. These emerged naturally from the analysis of the requirements associated with the identified occupations, and were subsequently validated by the KAAT project partners and stakeholders. The 28 competences shown above represent key components necessary to possess to accurately, safely and successfully perform and complete the tasks and responsibilities required by different jobs within the aviation sector. While the importance of different competences will depend on specific roles, they are interlinked, interdependent and complimentary, not only within each of the key categories, but also across them; and as such can be seen as transversal. For example, safe operation of an airplane requires, amongst other competences, compliance with regulations, operational and ICT skills, the ability to understand technical content, as well as effective communication and collaboration with others. As such, each occupation requires a number of these competences, not just one. This was also evident from the feedback received during the Stakeholders Workshop in Lisbon. When asked to identify the most important competences for the selected occupations, the participants indicated that they require a range of skills representing different components of the framework.

Table 4 reports the complete list of different categories of competences together with their associated key competences and their descriptions. Each category contains the following components:

- A brief explanation of the **key competences** for each category of competences;
- A list of keywords related to supporting skills and personal qualities;
- A list of task and responsibilities that have been used for describing the occupations identified.





#### Table 3: KAAT Competency Framework

CATEGORY OF COMPETENCE	KEY COMPETENCES	SUPPORTING SKILLS AND PERSONAL QUALITIES (KEYWORDS)	TASKS AND RESPONSIBILITIES		
	BEHAVIOURAL COMPETENCES				
1. INTERPERSONAL SKILLS AND TEAMWORK	<b>1.1. COLLABORATION AND CONSULTATION:</b> Collaboration with other members of staff including joint completion of tasks; consultation with other professionals; smart distribution of tasks with consideration of individual strengths and responsibilities; team leadership	cooperating consulting facilitating teamwork interacting liaising teamworking	<ul> <li>complete work tasks as part of an aviation team</li> <li>consult with industry professionals</li> <li>cooperate with colleagues</li> <li>facilitate teamwork between students</li> <li>interact with airport stakeholders</li> <li>liaise with engineers</li> <li>work in an aviation team</li> <li>work in a logistics team</li> </ul>		
	1.2. INTERPERSONAL AND CULTURAL AWARENESS: Interpersonal skills; global and cultural awareness	having cultural awareness	<ul> <li>ability to work in multicultural environments</li> <li>apply intercultural teaching strategies</li> <li>show intercultural awareness</li> </ul>		
2. COMMUNICATION AND REPORTING	2.1. COMMUNICATION: The ability to communicate effectively in both written and spoken language to various stakeholders using a number of different communication channels; responding to customer inquiries; providing instructions and guidance to staff and passengers	actively listening communicating instructing informing	<ul> <li>apply technical communication skills</li> <li>assist passengers with timetable information</li> <li>communicate by telephone</li> <li>communicate with customers</li> <li>communicate verbal instructions</li> <li>communicate in English at a competent user level</li> <li>conduct R/T communication</li> <li>effectively communicate with customers and respond to their inquiries</li> <li>effectively communicate with airlines and respond to their inquiries</li> <li>ensure efficient communication in air traffic services</li> <li>give clear and concise instructions</li> <li>give instructions to aircraft staff</li> <li>give instructions to staff</li> <li>give pilots clearance to take-off or landing</li> <li>instruct aircraft to climb or descend</li> <li>issue the "clear to land" instruction</li> <li>listen carefully to pilot's requests, and respond by speaking clearly</li> <li>maintain radio and telephone contact with adjacent control towers and other area control centres</li> <li>provide information to aircraft about weather conditions</li> </ul>		



		respond to customers' inquiries
		use different communication channels
		<ul> <li>write emergency instructions for handling of dangerous goods</li> </ul>
2.2. UNDERSTANDING TECHNICAL CONTENT:	possessing visual literacy	<ul> <li>read engineering drawings</li> </ul>
Understanding written and visual information	reading	• read maps
(including technical and specialist	understanding information	read standard blueprints
documentation)	using documents	<ul> <li>read stowage plans</li> </ul>
		read 3D displays
		<ul> <li>use of air traffic services document</li> </ul>
		use technical documentation
2.3. REPORTING:	recording data	<ul> <li>communicate reports provided by passengers</li> </ul>
Effective reporting and preparation of	reporting	• complete the documents required with all stock related activities, and anticipate
materials	writing reports and notices	problems
		create content title
		<ul> <li>fill out paperwork associated with cargo</li> </ul>
		<ul> <li>keep and maintain records of what has been loaded and unloaded</li> </ul>
		<ul> <li>keep records of work progress</li> </ul>
		<ul> <li>operate warehouse record systems</li> </ul>
		prepare flight reports
		<ul> <li>prepare financial auditing reports</li> </ul>
		record test data
		<ul> <li>report airport security incidents</li> </ul>
		<ul> <li>report any issue related with the luggage to higher officials</li> </ul>
		report on fuel distribution incidents
		write inspection reports
		write records for repairs
		write work-related reports
		write work-related reports and keep records of tasks
2.4. DISSEMINATION:	disseminating information	conduct mobile marketing
Dissemination of information and materials	distributing materials	disseminate flight information
	marketing	distribute local information materials
		examine advertisement layout
		promote environmental awareness
		• prepare exhibition marketing plan
		• prepare flight dispatch release
		• prepare notices to airmen for pilots
		<ul> <li>prepare notices to airmen for airport terminal services</li> </ul>





3. PERSONAL RESILIENCE AND	3.1. COPING WITH CRISIS AND PRESSURE: Dealing with complex and stressful situations; the ability to cope with and assist in emergency situations; the ability to work under pressure 3.2. ADAPTABILITY:	acting as contact person assisting coordinating dealing with challenges handling emergencies helping providing support	<ul> <li>act as contact person during equipment incident</li> <li>assist passengers in emergency situations</li> <li>assist pilot in execution of emergency landing</li> <li>carry out evacuation of airport in an emergency</li> <li>coordinate rescue missions</li> <li>deal with challenging work conditions</li> <li>deal with stress</li> <li>handle emergency situations</li> <li>handle stressful situations</li> <li>handle unexpected events, emergencies and unscheduled traffic</li> <li>handle veterinary emergencies</li> <li>help to control passenger behaviour during emergency situations</li> <li>perform search and rescue missions</li> <li>provide first aid</li> <li>work under some time pressure</li> <li>adapt instruction to labour market</li> </ul>
CRITICAL THINKING	Adaptability to changing working conditions; flexibility	coping with change multitasking	<ul> <li>adapt teaching to student's capabilities</li> <li>adapt to changing situations</li> <li>perform multiple tasks at the same time</li> <li>perform services in a flexible manner</li> <li>respond to changing navigation circumstances</li> </ul>
	<b>3.3. DECISION-MAKING:</b> The ability to make independent decisions and act responsibly ensuring everyone's safety and security	considering various criteria decision-making problem-solving working independently taking action	<ul> <li>build up 'mental picture' of traffic situation</li> <li>consider economic criteria in decision making</li> <li>create solutions to problems</li> <li>creative thinking</li> <li>make independent operating decisions</li> <li>make time-critical decisions</li> <li>parallel thinking</li> <li>perform manual work autonomously</li> <li>prioritize tasks to guide several pilots at the same time</li> <li>take weather conditions into account</li> </ul>
4. TRAINING AND DEVELOPMENT	<b>4.1. CONTINUOUS LEARNING</b> : Continuous learning and improvement of skills and competencies associated with the changing requirements of the role; staying up to date with recent developments, new procedures and market needs	facilitating learning monitoring	<ul> <li>be prepared to study continuously</li> <li>be prepared to be examined regularly</li> <li>continues learning and improvement of skills and competencies associated with the changing requirements of the role</li> <li>create a work atmosphere of continuous improvement</li> <li>learn about customer service</li> <li>monitor aviation growth trends</li> </ul>





		monitor developments in field of expertise
4.2. TRAINING OF OTHERS:	advising	<ul> <li>advise on teaching methods</li> </ul>
Teaching; providing training and feedback to	assessing	<ul> <li>apply intercultural teaching strategies</li> </ul>
others; examination; coaching and advising	assisting	<ul> <li>apply teaching strategies</li> </ul>
	coaching	assess students
	examining	<ul> <li>assist students in their learning</li> </ul>
	providing feedback	coach employees
	preparing materials	<ul> <li>conduct examination processes for apprentices</li> </ul>
	teaching	<ul> <li>give constructive feedback</li> </ul>
	training	<ul> <li>give theory lessons to pilots</li> </ul>
		<ul> <li>observe student's progress</li> </ul>
		<ul> <li>perform classroom management</li> </ul>
		<ul> <li>prepare examinations for vocational courses</li> </ul>
		prepare lesson content
		<ul> <li>prepare syllabuses for vocational courses</li> </ul>
		<ul> <li>provide advice on pilot licence application procedures</li> </ul>
		<ul> <li>provide lesson materials</li> </ul>
		<ul> <li>teach air cabin crew procedures</li> </ul>
		teach air traffic control
		<ul> <li>teach customer service techniques</li> </ul>
		<ul> <li>teach flying practices</li> </ul>
		train air force crew
		train employees
		<ul> <li>train staff in navigational requirements</li> </ul>
4.3. ASSESSMENT AND REVIEW:	evaluating	evaluate education programmes
Evaluation and assessment of training and	identifying needs	evaluate training
education		<ul> <li>identify training needs</li> </ul>



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	TECHNICAL AND FUNCTIONAL COMPETENCES			
	<b>5.1. DESIGN &amp; MANUFACTURING:</b> Design and manufacturing of an aircraft (including interior and exterior design) and supporting aviation systems	aligning assembling cutting fastening manufacturing sewing	<ul> <li>align components</li> <li>apply preliminary treatment to workpieces</li> <li>assemble electrical components</li> <li>bolt engine parts</li> <li>cut fabrics</li> <li>design customised maps</li> <li>design scientific equipment</li> <li>develop product design</li> <li>fasten components</li> <li>manufacture fabric furnishings</li> <li>sew pieces of fabric</li> <li>sew textile-based articles</li> </ul>	
5. OPERATIONAL EXPERTISE	<b>5.2. INSTALLATION:</b> Installation and integration of system components	installing integrating	<ul> <li>upholster transport equipment's interior pieces</li> <li>install bleed air systems</li> <li>install de-icing boot</li> <li>install electrical and electronic equipment</li> <li>install electrothermal de-icing systems</li> <li>install floor coverings</li> <li>install low voltage wiring</li> <li>install passenger service units</li> <li>install plumbing systems</li> <li>install pneumatic systems</li> <li>install transport equipment lighting</li> <li>install transport vehicle interior components</li> <li>install wall coverings</li> <li>integrate system components</li> </ul>	





5.3. CLEANING, N	AINTENANCE & REPAIR:	addressing issues	address aircraft mechanical issues
Carrying out clear	ning, maintenance and repair	adjusting	<ul> <li>adjust tightness of engine parts</li> </ul>
activities; trouble	shooting; ensuring accurate	changing	<ul> <li>calibrate optical instruments</li> </ul>
functioning of par	rts and systems	cleaning	<ul> <li>carry out preventive airport maintenance</li> </ul>
		diagnosing	<ul> <li>change the curtains or seat covers if found unclean</li> </ul>
		disassembling	<ul> <li>clean contaminants from airport runways</li> </ul>
		reassembling	<ul> <li>clean line equipment and ramp areas</li> </ul>
		keeping in good condition	<ul> <li>clean the seats and arrange the seat covers properly in the plane</li> </ul>
		maintaining	diagnose defective engines
		repairing	disassemble engines
		removing	<ul> <li>keep airport drainage systems functional</li> </ul>
		troubleshooting	<ul> <li>keep airport maintenance equipment in suitable condition</li> </ul>
		washing	<ul> <li>keep airport runways clear of obstacles</li> </ul>
			keep markings legible
			keep signs legible
			maintain equipment
			maintain test equipment
			perform aircraft maintenance
			perform upholstery repair
			re-assemble engines
			<ul> <li>remove snow from airport operational areas</li> </ul>
			repair engines
			repair wiring
			<ul> <li>replenish water supply and service lavatories</li> </ul>
			<ul> <li>send faulty equipment back to assembly line</li> </ul>
			• troubleshoot
			<ul> <li>wash and clean the exterior of plane</li> </ul>





5.4. OPERATION OF EQUIPMENT:	calibrating	calibrate electronic instruments
Calibrating, connecting and operating technical	operating	<ul> <li>operate handheld riveting equipment</li> </ul>
equipment	using	operate meteorological instruments
		operate precision measuring equipment
		operate remote sensing equipment
		operate scientific measuring equipment
		operate soldering equipment
		operate welding equipment
		<ul> <li>position engine on test stand</li> </ul>
		tend riveting machine
		use manual sewing techniques
		<ul> <li>use meteorological tools to forecast meteorological conditions</li> </ul>
		use modern electronic navigational aids
		<ul> <li>use geographic information systems</li> </ul>
		• use power tools
		use testing equipment
5.5. VEHICLE OPERATION:	driving	conduct aviation fuel servicing operations
Piloting of an aircraft and operation of vehicles	operating	<ul> <li>connect electrical power unit/gpu to aircraft</li> </ul>
providing specific ground services (e.g.,	fuelling	<ul> <li>connect tow bar and tug for push back or towing aircraft</li> </ul>
refuelling, baggage handling, passenger ramps)	setting-up	<ul> <li>driving a variety of light and heavy duty vehicles</li> </ul>
		fuelling planes
		handle fuels
		operate forklift
		operate fuelling vehicles
		operate lifting equipment
		<ul> <li>operate various kinds of grass maintenance equipment</li> </ul>
		<ul> <li>perform flight manoeuvres</li> </ul>
		<ul> <li>perform take-off and landing</li> </ul>
		<ul> <li>position passenger stairs/Jetway to aircraft</li> </ul>
		<ul> <li>provide airstart and air-conditioning</li> </ul>
		set up ramps in airports
		• use material handling equipment, such as forklifts, conveyor belts, and freight
	1	delivery vehicles





5.6. MANUAL LUGGAGE AND CARGO	handling	ensure efficient baggage handling
HANDLING:	lifting	<ul> <li>handling of passenger luggage before boarding it to plane</li> </ul>
Manual handling of luggage and cargo; lifting	loading	Iift heavy weights
heavy weights	unloading	<ul> <li>loading and unloading of luggage from conveyor belts</li> </ul>
	transferring	<ul> <li>move luggage properly to its allocated flight</li> </ul>
		<ul> <li>read checked baggage tags</li> </ul>
		<ul> <li>responsible for loading and unloading baggage/cargo</li> </ul>
		• transfer luggage
5.7. OPERATIONAL AND ICT SKILLS:	operating	analyse software specifications
Operation of information and communication	utilising	<ul> <li>carry out pre-flight duties</li> </ul>
technologies; use of computer software;	having computer literacy	<ul> <li>conduct search engine optimization</li> </ul>
solving ICT issues	resolving computer issues	execute software tests
	setting-up	<ul> <li>operate airport control tower</li> </ul>
		<ul> <li>operate cockpit control panels</li> </ul>
		• operate headset/radio to provide communication between ground crew, flight
		crew, and tower
		operate radar equipment
		operate radio equipment
		<ul> <li>operate radio navigation instruments</li> </ul>
		<ul> <li>operate two-way radio systems</li> </ul>
		use CAM software
		<ul> <li>use ICT equipment in maintenance activities</li> </ul>
		• use ICT systems
		<ul> <li>use modern electronic navigational aids</li> </ul>
		<ul> <li>use specialized computer models for weather forecasting</li> </ul>
		• use a computer
		<ul> <li>utilise computer-aided software engineering tools</li> </ul>
		<ul> <li>set up automotive robot</li> </ul>
		<ul> <li>solve ICT system problems</li> </ul>





5.8. DATA ANALYSIS AND RESEARCH:	analysing	<ul> <li>analyse data for aeronautical publications</li> </ul>					
The ability to analyse, interpret and use	calculating	<ul> <li>analyse scientific data</li> </ul>					
complex data to conduct routine activities and	comparing	<ul> <li>analyse weather forecast</li> <li>analyse work-related written reports</li> <li>analyse the need for technical resources</li> </ul>					
identify potential hazards and threats;	compiling						
ensuring data accuracy; conducting	detecting						
measurements	ensuring accuracy	apply scientific methods					
	interpreting	<ul> <li>apply statistical analysis techniques</li> </ul>					
	measuring	assist scientific research					
	studying	<ul> <li>carry out measurements of parts</li> </ul>					
	thinking analytically	<ul> <li>carry out meteorological research</li> </ul>					
	having spatial awareness	<ul> <li>carry out navigational calculations</li> </ul>					
		<ul> <li>carry out research on ground systems</li> </ul>					
		collect weather-related data					
		<ul> <li>compare contractors' bids</li> </ul>					
		<ul> <li>compile airport certification manuals</li> </ul>					
		<ul> <li>compile data for navigation publications</li> </ul>					
		<ul> <li>conduct airport environmental studies</li> </ul>					
		<ul> <li>conduct research on climate processes</li> </ul>					
		data collection, analyses, treatment					
		detect bottlenecks					
		develop models for weather forecast					
		• do arithmetic accurately and quickly (e.g. calculate peed, time, and distance					
		problems, and recommend heading and altitude changes)					
		<ul> <li>ensure accuracy of aeronautical data</li> </ul>					
		execute analytical mathematical calculations					
		execute feasibility study					
		interpret financial statements					
		make numerical calculations					
		measure software usability					
		<ul> <li>interpret and use meteorological information</li> </ul>					
		• perform data analysis					
		<ul> <li>perform navigational calculations</li> </ul>					
		perform scientific research					
		review meteorological forecast data					
		study aerial photos					
		translate requirement concepts into content					
		use theoretical marketing models					





	6.1. CLIENT MANAGEMENT:	customisation	define geographic sales areas
	Maintenance of relationships with different	identifying client needs	ensure customer focus
	stakeholders; effectively resolving conflicts and	managing services	identify client needs
	handling customer complaints	maintaining client relationships	identify customer needs
			<ul> <li>identify potential markets for companies</li> </ul>
			maintain customer service
6. CUSTOMER FOCUS			maintain relationship with customers
6. CUSTOWER FOCUS			<ul> <li>manage the customer experience</li> </ul>
			monitor customer service
			perform market research
			<ul> <li>plan and manage customers' orders</li> </ul>
			<ul> <li>provide assistance to a variety of airport users</li> </ul>
			provide customised upholstery
			<ul> <li>strive to provide high quality customer service</li> </ul>





ing excellent customer service; iting customer experience; customer ince	assisting clients boarding and checking-in passengers delivering outstanding service greeting and assisting passengers preparing services	<ul> <li>assist clients with special needs</li> <li>assist passenger embarkation</li> <li>assist VIP guests</li> <li>board aircraft passengers</li> </ul>	
ting customer experience; customer	passengers delivering outstanding service greeting and assisting passengers	<ul><li> assist passenger embarkation</li><li> assist VIP guests</li></ul>	
	greeting and assisting passengers		
	greeting and assisting passengers		
		<ul> <li>check-in baggage when required</li> </ul>	
	processing orders	check in luggage	
	P	check in passengers	
		<ul> <li>deal with complaints (respond to clients)</li> </ul>	
		• greet guests	
		guarantee customer satisfaction	
		handle customer complaints	
		handle guest luggage	
			<ul> <li>handle financial transactions</li> <li>interact with passengers in a polite manner</li> <li>prepare mixed beverages</li> <li>prepare simple meals on board</li> <li>process booking</li> <li>process customer orders</li> <li>provide food and beverages</li> <li>satisfy customers</li> <li>sell souvenirs</li> <li>sell tickets</li> <li>serve food in table service</li> <li>upsell products</li> </ul>





	7.1. ORGANISATION OF WORK:	coordinating	align efforts towards business development
	Planning and organisation of work;	organising	angli enorts towards business development     arrange event needs
	coordination and scheduling	planning	coordinate flight schedules
	coordination and schedding		-
		scheduling	create a flight plan
			create an airport master plan
			create and execute flight plans
			• create media plan
			coordinate events
			<ul> <li>define measurable marketing objectives</li> </ul>
			<ul> <li>determine maintenance schedules for airport equipment</li> </ul>
			develop audit plan
			develop business plans
			develop online community plan
			ensure equipment availability
			ensure flights run to schedule
			<ul> <li>ensure smooth on board operations</li> </ul>
7. LEADERSHIP,			<ul> <li>ensure the availability of parts, materials and equipment</li> </ul>
MANAGEMENT AND			estimate profitability
			execute flight plans
PLANNING			<ul> <li>forecast catering services</li> </ul>
			<ul> <li>forecast sales over periods of time</li> </ul>
			maintain availability of spare parts
			<ul> <li>maintain stock supplies for guest cabin</li> </ul>
			meet deadlines
			organise aircraft maintenance
			<ul> <li>organise and prioritise own workload</li> </ul>
			organise on-site amenities
			perform resource planning
			plan and coordinate en route air traffic
			plan procedures for cargo operations
			plan maintenance activities
			• prepare audit activities
			• prepare transportation routes
			<ul> <li>receive and control the products ordered from the suppliers</li> </ul>
			<ul> <li>schedule maintenance of airport electrical systems</li> </ul>
			• set sales goals





7.2.1	MANAGEMENT OF PROCESSES:	applying concepts	• arrange audit
Man	agement of processes; supervision of	implementing strategies	<ul> <li>apply social media marketing</li> </ul>
activ	vities	leading tasks	<ul> <li>apply transportation management concepts</li> </ul>
		managing activities	<ul> <li>approve advertising campaign</li> </ul>
		supervising activities	<ul> <li>direct the movement of aircraft en route or at an airport</li> </ul>
			<ul> <li>ensure quality of aeronautical information management services</li> </ul>
			execute ICT audits
			<ul> <li>implement marketing strategies</li> </ul>
			<ul> <li>implement sales strategies</li> </ul>
			<ul> <li>implement strategic management</li> </ul>
			<ul> <li>integrate marketing strategies with the global strategy</li> </ul>
			<ul> <li>integrate strategic foundation in daily performance</li> </ul>
			lead inspections
			manage accounts
			manage air navigation services
			<ul> <li>manage airport development resources</li> </ul>
			<ul> <li>manage airport workshops</li> </ul>
			manage budgets
			<ul> <li>manage content development projects</li> </ul>
			manage content metadata
			<ul> <li>manage distribution channels</li> </ul>
			<ul> <li>manage event structure installation</li> </ul>
			manage feedback
			manage financial risk
			<ul> <li>manage health and safety standards</li> </ul>
			manage inventory
			<ul> <li>manage lost and found articles</li> </ul>
			<ul> <li>manage maintenance operations</li> </ul>
			• manage, plan and foresee the supplies according to the stocks, the internal and
			external needs and time requirements
			<ul> <li>manage profitability</li> </ul>
			<ul> <li>manage resources for educational purposes</li> </ul>
			<ul> <li>manage schedule of tasks</li> </ul>
			<ul> <li>manage the handling of promotional materials</li> </ul>
			• manage the parts, materials and equipment stocks in order to avoid being either
			over-stocked or out-of-stock
			manage warehouse inventory
			<ul> <li>manage warehouse operations</li> </ul>





	F	1	supervise loading of cargo
			supervise roading of cargo     supervise maintenance activities in airports
			supervise namenance activities in an ports     supervise sales activities
			supervise unloading of cargo
			track key performance indicators
			use computerised maintenance management systems
			use content management system software
	7.3. MANAGEMENT OF HUMAN RESOURCES:	directing	direct airport subcontractors
	Leadership and supervision of staff	leading	<ul> <li>exert a goal-oriented leadership role towards colleagues</li> </ul>
		supervising people	manage contracts
			manage human resources
			manage personnel
			manage staff
			• supervise crew
			supervise staff
			supervise work
	8.1. SCREENING, PREVENTION AND	checking	audit contractors
	MONITORING:	ensuring functionality	<ul> <li>carry out preventive airport maintenance</li> </ul>
	Conducting safety checks; undertaking	inspecting	check aircraft
	prevention and monitoring activities; risk	monitoring	check carriages
	management	patrolling	check passenger tickets
		preventing	comprehensively inspect aircraft
		recognising defects	conduct full-scale emergency plan exercises
		testing	<ul> <li>conduct flight proficiency checks</li> </ul>
			conduct performance tests
			<ul> <li>conduct quality assurance checks on aircraft cargo</li> </ul>
8. SAFETY AND			<ul> <li>conduct quality assurance inspections on fuel operations</li> </ul>
RESPONSIBILITY			conduct security screenings
RESPONSIBILITY			continuously monitor weather conditions
			continually survey meteorological conditions
			ensure accurate screening of luggage in aerodromes
			ensure functionality of airport lighting systems
			ensure public safety and security
			ensure safety in international aviation
			ensure student welfare
			evaluate engine performance
			identify airport safety hazards     identify acquirity threats
			identify security threats





inspect aircraft documentation
<ul> <li>inspect aircraft for airworthiness</li> </ul>
inspect aircraft manufacturing
inspect cabin service equipment
inspect quality of products
<ul> <li>look for any luggage left in the flight and report it to the officials</li> </ul>
monitor aviation meteorology
<ul> <li>monitor airworthiness certifications</li> </ul>
<ul> <li>monitor customer safety on apron</li> </ul>
<ul> <li>monitor security procedures in warehouse operations</li> </ul>
<ul> <li>monitor performance of meteorological equipment</li> </ul>
patrol areas
<ul> <li>perform risk analysis</li> </ul>
<ul> <li>perform routine flight operations checks</li> </ul>
perform test run
<ul> <li>recognise signs of corrosion</li> </ul>
<ul> <li>review meteorological forecast data</li> </ul>
<ul> <li>run preventive simulations</li> </ul>
<ul> <li>security check of luggage on conveyor belt</li> </ul>
• test electronic units
<ul> <li>test ground system performance</li> </ul>





8.2. SAFE AND ETHICAL PRACTICE:	acting responsibly	apply air force procedures				
Ethical and responsible practice; knowledge	applying standards	<ul> <li>apply airport lighting cleaning procedures</li> </ul>				
and application of policies and procedures	carrying out procedures	<ul> <li>apply airport lighting maintenance procedures</li> </ul>				
	demonstrating procedures	<ul> <li>apply airport standards and regulations</li> </ul>				
	ensuring safety and security	apply company policies				
	facilitating safety behaviours	<ul> <li>apply health and safety standards</li> </ul>				
	guaranteeing safety	<ul> <li>apply military aviation regulations</li> </ul>				
	protecting	<ul> <li>apply safety policies</li> </ul>				
	showing responsibility	<ul> <li>apply signalling control procedures</li> </ul>				
		<ul> <li>carry out airside safety procedures</li> </ul>				
		<ul> <li>demonstrate emergency procedures</li> </ul>				
		<ul> <li>ensure maintenance of fuel distribution facilities</li> </ul>				
		<ul> <li>facilitate safe disembarkation of passengers</li> </ul>				
		<ul> <li>guarantee students' safety</li> </ul>				
		<ul> <li>handle high voltage of airport lighting</li> </ul>				
		<ul> <li>know the regulations</li> </ul>				
		<ul> <li>identify legal requirements</li> </ul>				
		<ul> <li>implement airside safety procedures</li> </ul>				
		<ul> <li>maintain counterweight inside modes of transport</li> </ul>				
		<ul> <li>perform small vessel safety procedures</li> </ul>				
		<ul> <li>prepare forecasts for take-off and landing</li> </ul>				
		show responsibility				
		<ul> <li>wear appropriate protective gear</li> </ul>				





8.3. COMPLIANCE WITH REGULATIONS:	complying	<ul> <li>adhere to standards of national and international safety programs</li> </ul>				
Acting in compliance and ensuring the	following rules and regulations	<ul> <li>comply with air traffic control operations</li> </ul>				
compliance of others with rules and	meeting requirements	comply with checklists				
regulations		<ul> <li>comply with food safety and hygiene</li> </ul>				
		<ul> <li>ensure adherence to organizational ICT standards</li> </ul>				
		<ul> <li>ensure aircraft compliance with regulation</li> </ul>				
		<ul> <li>ensure compliance with airport security measures</li> </ul>				
		<ul> <li>ensure compliance with civil aviation regulations</li> </ul>				
		<ul> <li>ensure compliance with legal requirements</li> </ul>				
		<ul> <li>ensure compliance with types of weapons</li> </ul>				
		<ul> <li>ensure data protection in aviation operations</li> </ul>				
		ensure information privacy				
		<ul> <li>ensure ongoing compliance with regulations</li> </ul>				
		<ul> <li>follow airport safety procedures</li> </ul>				
		<ul> <li>follow airport snow control plan</li> </ul>				
		<ul> <li>follow ethical code of conduct in transport services</li> </ul>				
		<ul> <li>follow given instructions</li> </ul>				
		<ul> <li>follow industry codes of practice for aviation safety</li> </ul>				
		<ul> <li>follow manufacturer guidelines in use of airport equipment</li> </ul>				
		follow written instructions				
		<ul> <li>follow verbal instructions</li> </ul>				
		<ul> <li>know the regulations</li> </ul>				
		• issue licences				
		<ul> <li>undertake procedures to meet aircraft flight requirements</li> </ul>				
		<ul> <li>undertake procedures to meet helicopter flight requirements</li> </ul>				
		• undertake procedures to meet requirements for flying aircraft heavier than				
		5,700 kg				





# 4 SECTORIAL BREAKDOWN OF CURRENT AND EMERGING OCCUPATIONS

The main aim of the sectorial breakdown is to get a comprehensive view of the labour market on the aviation sector at EU level. This section presents the structure of the sectorial breakdown for current occupations including the description of the high-level areas of the civil aviation activities, the categories of air professional paths and the list of around 120 air occupations. A specific paragraph is also dedicated to the description of the emerging occupations and the main societal and technological changes that will have a significant impact on future jobs.

#### **4.1 CURRENT OCCUPATIONS IN THE AVIATION SECTOR**

The main output of the analysis of the aviation sector was the development of a sectorial breakdown, a system of definitions of the current occupations and the related descriptions in terms of knowledge, skills and competences.

The development of the sectorial breakdown has been conducted in compliance with the European classification of skills, competences and occupations (ESCO platform [2]) aiming at being used as source for integrating and improving the labour market occupations in the aviation sector.



The general structure of the sectorial breakdown is made up of two levels (see Figure 8):

- 1. **Level 1** includes the eight high level areas of aviation activities identified according to the ICAO classification of civil aviation activities [3] such as: Commercial aviation (Passenger and freight air transport operations with aircraft heavier than 5700 kg); General aviation (business aviation, instructional flying, aerial work, leisure flying); Airport services; Aerodrome services; Air navigation services; Regulatory functions; Other transportation support activities; Aviation training (not initial education but further training).
- 2. **Level 2** includes the 23 air professional areas describing different career paths related to the eight high level areas identified in level 1. For instance, for the commercial aviation category, the following professional areas have been identified: flight crew, cabin crew, other airline staff, commercial aircraft maintenance and aircraft manufacturing.

These two levels constituted the basis for creating the current list of occupations in the aviation sector. Around 120 occupations were identified and fully described by providing definitions and descriptions of the key competences, tasks, responsibilities, skills and knowledge. The ESCO platform and EU relevant documentation were used as initial source for filling in the sectorial breakdown. In addition, input from KAAT project partners was requested at different stages of the process for validating the occupations already included and for identifying additional or missing occupations (see Section 2.3). Figure 9 shows an overview of the sectorial breakdown for the aviation sector including the complete list of occupations.



All occupations mapped onto and summarised in the sectorial breakdown tab were organised under specific tabs associated with their specific work areas/departments, and thoroughly described including the following elements:

- Occupation: name of the occupation;
- Alternative label (only when available);
- Mission: brief description of the scope of each occupation;
- Regulatory aspect: description of the legal requirements related to each occupation identified;
- Essential competences and skills required for fulfilling a specific occupation;
- Tasks and responsibilities related to a specific occupation;
- Learning outcomes (comprising "skills" supporting skills and personal qualities, and "knowledge") that represent skills and knowledge expected from employees as result of education and experience;
- Educational level.

The complete list of current occupations and the description of their mission is reported in Section 4.1.2. The full descriptions of the essential competences, tasks and responsibilities and learning outcomes for each occupation are reported in Annex 8.1.





LEV EL 1	(Passenger ar		MMERCIAL AV ansport operati 5700 kg)	IATION ons with aircra	ft heavier than	(business instructional	L AVIATION aviation, flying, aerial		C. 4	AIRPORT SER	VICES		D. AERO SERV GROUND I	ICES:
LEV EL 2	A1. FLIGHT CREW	A2. CABIN CREW	A3. OTHER AIRLINE STAFF	A4. COMMERCIAL AIRCRAFT MAINTENANCE	A5. AIRCRAFT MANUFACTUR ING	,	ure flying) B2. REMOTE PILOTS	C1. AIRPORT OPERATI ONS	C2. AIRPORT MAINTENAN CE	C3. AERODROM E MAINTENA NCE	GENERAL	C5. AIRPORT SAFETY AND SECURITY	D1. SAFETY &	D2. HANDLING
	A1.1. Commercial pilot	A2.1 Flight attendant/ Air cabin crew	A3.1. Flight Operations Officer	A4.1. Aircraft maintenance technician	A5.1. Aircraft gas turbine engine overhaul technician	B1.1. Private pilot	B2.1. RPAS pilot	C1.1. Airport operatio ns officer	C2.1. Aviation ground systems engineer	C3.1. Maintenanc e Agent	C4.1. Quality control manager		D.1.1. Aviation	ground staff
	A1.2. Airline transport pilot		A3.2. Ticketing agent	A4.2. Aircraft maintenance coordinator	A5.2. Aircraft interior technician	B1.2. Helicopter pilot		C1.2. Aircraft cargo operatio ns coordina tor	C2.2. Maintenance manager	C3.2. Airport Environmen tal Officer	C4.2. Airport manager/ Station manager & Supervision	C5.2. Rescue and fire fighting personnel	D1.2. Ma	arshaller
	A1.3. Multi crew pilot		A3.3. Ground steward/stewa rdess	A4.3. Aircraft maintenance engineer	A5.3. Aircraft engine specialist	B1.3. Aerial crop sprayer		C1.3. Monitori ng and Inspectio n of Moveme nt Area and Related Facilities officer	C2.3. Airport maintenance technician	C3.3. Wildlife control and managemen t	C4.3. Airport director	luggage inspector	D1.3. Safety manager/ officer	D2.1. Ramp agent
	Different roles within the 3 occupations above,		A3.4. Crew control	A4.4. Flight test engineer	A5.4. Aircraft manufacturing engineer	B1.4. Manufacturin g engineer		C1.4. Manager of Operatio nal Services	C2.4. Airport electric systems personnel	C3.4. Aerodrome Data officer		C5.4. Screening officers (persons, baggage, items carried)	D1.4. Flight planning specialist	D2.2. Turnaround coordinator
	Commander		A3.5. Fuel Specialist	A4.5. Aircraft engine inspector	A5.5. Aircraft electrical installer			C1.5. Cleaning agent	C2.5. Operations Support Engineer	C3.5. Data Quality officer		C5.5. Screening officers (cargo)	D1.5 Power plant design engineer	D2.3. Aircraft fuel system operator
	Safety pilot		A3.6. Sustainable development specialist		A5.6. Flight simulator operator					1	1		1	D2.4. Baggage terminal agent
	Technical pilot		A3.7. Ground Handling Agreement Specialist		A5.7. Flight test, electronics and telecommunica tions engineer									D2.5. Baggage area coordinator (incl. Lost & Found)
	First officer		A3.8. Commercial Agreements Specialist	•	A5.8. Aircraft engine assembler									D2.6. Cargo handling agent (loaders)
	Second officer		A3.9. Space control and integrity sepcialist A3.10. Flight Schedule and distribution specialist A3.11. Tariff specialist A3.12. Aircraft weight and balance staff		A5.9. Embedded software engineer A5.10. Aircraft painter A5.11. Sheet- metal worker A5.12. Test technician A5.13. Structural engineer A5.14. (NC operator A5.15. Couplity technician A5.16. Quality technician A5.17. Interactive cockpit design engineer									



E. AIR NAVIGATION SERVICES				F. REGULATORY FUNCTIONS		G. OTHER TRANSPORTATION SUPPORT ACTIVITIES			H. AVIATION TRAINING (not initial education but further training)			
E1. AIR TRAFFIC MANAGEME NT	Increation	INFORMATI ON SERVICES	E4. COMMUNICATI ONS, NAVIGATION AND SURVEILLANCE	E5. MAINTENANC E OF AIR NAVIGATION EQUIPMENT	F1.REGULATIO NS	Jonreiter	G1. BUSINESS & FINANCE	G2. COMMUNICAT ION & MARKETING	G3. AIRPORT & ENVIRONMENTAL PLANNING	H1. FLIGHT TRAINING	H2. ATCO TRAINING	H3. OTHERS
E1.1. Area Control Surveillance ATCO	E2.1. Aviation meterologist	E3.1. Aeronautica I information service operator	E4.1. Flight information service officer (FISO)	E5.1. Air traffic safety technician (ATSEP)	F1.1. Aviation safety officer	F2.1. Audit supervisor	G1.1. Logistics technician	G2.1. Marketing manager	G3.1. Airport Planning Engineer	H1.1. Flight instructor	H2.1. Air traffic controller instructor	H3.1. Cabin crew instructor
E1.2. Ground ATCOs	E2.2. Meteo systems - technician	E3.2. Aeronautica I information specialist		E5.2. OGTI for ATSEP		F2.2. Aviation inspector	G1.2. Business developme nt manager				H2.2. OGTI/STDI Practical Instructors	H3.2. Flight attendant instructor
E1.3. Tower ATCOs						F2.3. ICT auditor manager						H3.3. Theoretical knowledge instructor
E1.4. Approach Control Surveillance ATCO						F2.4. Aviation and air traffic engineering inspector						H3.4. Vocational teacher of air traffic management subjects
E1.5. Air Traffic Control supervisors (incl. Unit Chiefs of Air Traffic services) E1.6. Air							-					
Space Manager E1.7. Accessors												

E1.8. Flow manager

#### Figure 9: Complete overview of the sectorial breakdown for the aviation sector



Co-funded by the Erasmus+ Programme of the European Union



#### **4.1.1 CLASSIFICATION OF THE OCCUPATIONS**

This section describes in detail the definitions of the 8 high-level areas of the civil aviation activities, including the categories of air professional paths. The description of each category of aviation activities and the related professional carries were generated in compliance with the ESCO classifications.

The following tables describe in detail each category and carrier paths identified within the sectorial breakdown.



#### Table 4: Commercial aviation and the different career paths

Level 1	A. Commercial aviation (Passenger and freight air transport operations with aircraft heavier than 5700 kg)									
Descripti	This class includes: a) transport of passengers or freight by air over regular routes and on regular schedules; b) charter flight for passengers; c) non-scheduled transport of freight by air									
Level 2	A1. Flight crew	A2. Cabin crew	A3. Other airline staff	A4. Commercial aircraft maintenance	A5. Aircraft manufacturing					
Description	Personnel who manipulates the flight controls of an aircraft during flight time: a)Pilot-in-command (PIC) means the pilot designated as being in command and charged with the safe conduct of the flight, b) Co-pilot' means a pilot operating other than as pilot-in-command, on an aircraft for which more than one pilot is required, but excluding a pilot who is on board the aircraft for the sole purpose of receiving flight instruction for a licence or rating.	Air crew personnel on board of an aircraft perfoming specific qualifed tasks in order to ensure flight safety during operation	Personnel who supports and contributes to flights departure and arrivals	The performance of tasks required to ensure the continuing airworthiness of an aircraft, including any one or combination of overhaul, inspection, replacement, defect rectification, and the embodiment of a modification or repair.	Personnel who contributes to test and monitor aircraft performance and funtions					


#### Table 5: General Aviation and the different career paths

Level 1	B. General Aviation (business aviation, instructional flying, aerial work, leisure flying)	
Descripti on	GA is all civil aviation operations other than scheduled air services and non-scheduled air transport operations. GA covers a large range of activities, both commercial and non-commercial, including also flying clubs, flight training, agricultural aviation, ultra-light aircraft operations.	
Level 2	B1. Flight Crew B2. Remote pilots	
Description	The non-commercial operation or use of aircraft by a company for the carriage of passengers or goods as an aid to the conduct of company business, flown by a professional pilot employed to fly the aircraft. GA flights range from gliders and powered parachutes to corporate jet flights. Flight missions are designated for agriculture, photography, observation and patrol, aerial advertisement, construction, surveying, search and rescue and other aerial work. It also includes transport of passengers by aero clubs for structure or pleasure.	Remote pilot is an emerging career with growth expected in many sectors and industries such as: Aerial Photography, Mapping, Asset Inspections, Defence operations, Agriculture, Environmental monitoring, Fire Fighting.





#### Table 6: Airport services and the different career paths

Level 1	C. Airport Services				
Description	The Airport services Section is responsible for the day-to-day control and organization of the safe and expeditious movement of aircraft around the airport and to and from the aircraft stands.				
Level 2	C1. Airport operations	C2. Airport maintenance	C3. Aerodrome maintenance	C4. General management	C5. Airport safety and secuirity
Description	Airport traffic operations activities include guiding aircraft for landing, take off and also manoeuvring through the runways to parking position at various sections of an airport.	Maintenance includes measures to keep or restore the operational function as well as measures to check and to evaluate the present function of an element. The basic elements of maintenance are: inspections, servicing and overhaul, repair.		General management of an airport includes professional profiles like: quality control manager, airport manager and airport director.	Landside operations mean clearing international passengers and goods through government inspection services; passenger and luggage check-in; security screening process; VIP handling.



#### Table 7: Aerodrome services and different carrier paths

Level 1	D. Aerodrome Services: Ground handling	
Description	The Airport services Section is responsible for the day-to-day control of safety and security issues within the aerodrome. It also refers to all the handling activities carried out in the aerodrome area.	
Level 2	D1. Safety and Security D2. Handling	
Description	Personnel who aims to guarantee safety and security operations inside the aerodrome areas	One or more specialised ground services provided for aircrafts, passenger, freight and poste using specific facilities.



	Table 8: Air navigation services and the different career path				
Level 1	E. Air navigation services				
Descripti on	Services provided to air traffic during all phases of operations including air traffic management (ATM), communication, navigation and surveillance (CNS), meteorological services for air navigation (MET), search and rescue (SAR) and aeronautical information services (AIS).				
Level 2	E1. Air traffic management	E2. Meteorological Services	E3. Aeronautical information services	E4. Communications, navigation and surveillance	E5. Maintenance of air navigation equipment
Description	A generic term meaning variously, flight information service, alerting service, air traffic advisory service, air traffic control service (area control service, approach control service or aerodrome control service). Air traffic controllers assist pilots by providing information concerning the height, speed and course. They assist pilots in order to facilitate a safe take-off and landing of aircrafts. They are responsible for maintaining a secure and orderly movement of aircraft along major air routes up in the sky and around airports. They control air traffic in and within vicinity of airports according to established procedures and policies to prevent collisions and to minimise delays arising from traffic congestion.	A service designated to provide meteorological service for international air navigation.	A service provided for the purpose of giving advice and information useful for the safe and efficient conduct of flights.	A telecommunication service between specified fixed points provided primarily for the safety of air navigation and for the regular, efficient and economical operation of air services. A surveillance technique in which aircraft automatically provide, via a data link, data derived from on-board navigation and position-fixing systems, including aircraft identification, four- dimensional position and additional data as appropriate.	Maintenance includes measures to keep or restore the operational function of any ground air navigation equipment designated to Radio Navigation Aid.



Table 9: Regulatory framework and the different career paths			
Level 1	F. Regulatory functions		
Descri ption	The giving of authoritative direction to bring about and maintain a desired degree of order.		
Level 2	F1. Regulations F2. Surveillance		
Description	The provision of adequate regulations to address, at a minimum, national requirements emanating from the primary aviation legislation and providing for standardized operational procedures, equipment and infrastructures (including safety management and training systems), in conformance with the Standards and Recommended Practices (SARPs) contained in the Annexes to the Convention on International Civil Aviation. The term "regulations" is used in a generic sense to include but is not limited to instructions, rules, edicts, directives, set of laws, requirements, policies, and orders.	The implementation of processes, such as inspections and audits, to proactively ensure that aviation licence, certificate, authorization and/or approval holders continue to meet the established requirements and function at the level of competency and safety required by the State to undertake an aviation-related activity for which they have been licensed, certified, authorized and/or approved to perform. This includes the surveillance of designated personnel who perform safety oversight functions on behalf of the CAA. Limited to instructions, rules, edicts, directives, sets of laws, requirements, policies.	





Table 10: Other transportation activities and the different career paths				
Level 1	G. Other transportation support activities			
Descrip tion	Business, financial and marketing activities having as objectives the support and administration of air transport sector.			
Level 2	G1. Business & Finance	G2. Communication & marketing	G3. Airport & Environmental Planning	
Description	Business and financial activities having as objectives the support of air transport sector.	The management process responsible for identifying, anticipating and satisfying air transport customer requirements profitably.	This includes airport noise compatibility planning (Part 150), airport noise and access restrictions (Part 161), environmental review for airport development, and the application of the European Regulations on this subject.	



Table 11: Aviation training and the different career paths				
Level 1	H. Aviation Training			
Descrip tion	All categories of training for regulated occupations in aviation according to Annex 1 of ICAO [4].			
Level 2	H1. Flight training H2. ATCO training H3. Others			
Description	Flight crew training activities organised by a Contracting State in accordance with the requirements of Annex 1 ICAO, 1.2.8.2 and Appendix 2 under the supervision of the state [4].	-	Other types of training for obtaining licences according ICAO or EASA regulations.	



## 4.1.2 LIST OF CURRENT OCCUPATIONS

This section reports the complete list of around 120 occupations identified within WP1. As mentioned in the previous sections, different sources were used for collecting the occupations such as the review of EU documentation (e.g. ESCO classification) and partners' feedback.

The table below reports the detailed description of the mission for each of the identified occupations<sup>1</sup>. The full description of the occupations including the related key competences, tasks, responsibilities, skills and knowledge is in available in Annex 8.1.

A. COMMERCIAL AVIATION			
LIST OF OCCUPATIONS	DESCRIPTION OF THE MISSION		
	A1. FLIGHT CREW		
A1.1. Commercial pilot	Commercial pilot navigates flight of fixed-wing and multi-engine aircrafts for		
	the transport of passengers and cargo.		
	Commercial pilot needs to obtain the commercial pilot licence (CPL). S/he is		
	licenced to fly as pilot-in-command.		
A1.2. Airline transport	Airline transport pilots fly large aircrafts with a maximum take-off weight of		
pilot	more than 5700 kilograms, to transport passengers, mail, or freight on long or		
	short-haul flights for leisure, business or commercial purposes. They have the		
	overall responsibility for the safe and efficient operation of aircrafts and the		
	safety of crew and passengers.		
	The airline transport pilot needs to obtain the Airline Transport pilot licence		
	(ATPL). S/he is licenced to fly as pilot-in-command.		
A1.3. Multi crew pilot	Multi crew pilots fly the aircraft as their occupation/profession. They must be		
	able to operate aircraft systems and transport people, mail and freight. Many		
	times it is deemed as an all life occupation.		
	The multi-crew pilot licence (MPL) was developed as an alternative way of		
	obtaining ATPL Licence by enhancing simulator training. Licence could be		
	obtained in certified organisations usually closely linked with an airline company. Pilots are highly specialised for commercial and jet aircraft. They are		
	not licenced to fly as pilot-in-command.		
	A2. CABIN CREW		
A2.1 Flight attendant/ Air	Flight attendants perform a variety of personal services conducive to the safety		
cabin crew	and comfort of airline passengers during flight. They greet passengers, verify		
	tickets, and directs passengers to assigned seats. They prepare reports after		
	landing describing how the flight went in terms of operations, procedures, and		
	anomalities.		
	A3. OTHER AIRLINE STAFF		
A3.1. Flight Operations	Aircraft dispatchers authorise, regulate, and control commercial airline flights		
Officer	according to governmental and company regulations. They expedite and ensure		
	flight flow by preparing logs of flights, delays, cancellations, and changes in		
	schedules or flight plans.		
A3.2. Ticketing agent	Ticketing agents issue tickets and perform inputs in the passengers's		
	reservations. The agents also collect charges for diffrences of bagagge		
	collections.		

#### Table 12: A. Commercial aviation – list of current occupations

<sup>&</sup>lt;sup>1</sup> Only four descriptions are missing for: B1.3. Aerial crop sprayer, E1.7. Accessors, E5.2. OGTI for ATSEP and H3.2. Flight attendant instructor.



	Ground stewards and ground stewardesses assist passengers before they
	board. They check in passengers and also perform customer service duties such
A3.3. Ground	as booking the tickets and helping passengers to apply for refunds after a delay
steward/stewardess	or cancellation.
···· · · · · · · · · · · · · · · · · ·	
A3.4. Crew control	Person responsible for a monthly/weekly/ daily flight and cabin crew schedule.
	Person responsible for planning fuel quantity needs of aircraft fleet according to
A3.5. Fuel	annual flight plan or on ad hoc basis and executes fuel procurement process,
Specialist	negotiates and contracts commercial conditions with suppliers, monitors
	quality aspects of contracted and assists in communication between OPC and
	Supplier in case of irregularities or disruption in fuel supply chain.
	Person responsible for compliance with environmental regulations, handles
A3.6. Sustainable	environmental aspects of an airline business, noise reduction, waist
development specialist	management, energy efficiency and monitors and reports emissions of CO2 according to EU ETS Scheme.
	Person responsible for contracting ground handling agreement (landing and
	passengers service, handling of aircraft, passengers and cargo, supervision),
A3.7. Ground Handling	handling of ATC (Eurocontrol) services and terminal charges as well as
Agreement Specialist	coordinates and handles accommodation and transport for crew and in case of
	traffic disruption passengers.
A3.8. Commercial	Person in charge for commercial agreements.
Agreements Specialist	
A3.9. Space control	Person responsible for flight's capacity control, publishing aircraft seats
and integrity sepcialist	availability, in controlling revenue integrity
A3.10. Flight	Person responsible for the airline flight schedule creation and distribution.
Schedule and distribution	
specialist A3.11. Tariff specialist	Person in charge of tariff structure creation and distribution.
A3.12. Aircraft weight and	Performs weight nad balance for the handled a/c
balance staff	
	A4. COMMERCIAL AIRCRAFT MAINTENANCE
	Aircraft maintenance technicians perform preventive maintenance to aircrafts,
A4.1. Aircraft maintenance	aircrafts components, engines and assemblies, such as airframes and hydraulic
technician	and pneumatic systems. They perform inspections following strict protocols and
	aviation laws.
	Aircraft maintenance coordinators plan, schedule, and manage the preparation
A4.2. Aircraft maintenance coordinator	and maintenance works in the hangars and workshops. They communicate with higher level managers in order to prepare the necessary resources for smooth
coordinator	and efficient operations in airports.
	Aircraft maintenance engineers make preflight and postflight inspections,
	adjustments, and minor repairs to ensure safe and sound performance of
A4.3. Aircraft maintenance	aircrafts. They inspect aircraft prior to takeoff to detect malfunctions such as oil
engineer	leaks, electrical or hydraulic problems. They verify passenger and cargo
-	distribution and amount of fuel to ensure that weight and balance
	specifications are met.
	Flight test engineers work with other systems engineers to plan the tests in
	detail and to make sure that the recording systems are installed for the
A4.4. Flight test engineer	required data parameters. They analyse the data collected during test flights
	and produce reports for individual test phases and for the final flight test. They
	are also responsible for the safety of the test operations.
A4.5. Aircraft engine	Aircraft engine inspectors inspect all types of engines used for aircrafts in factories to encure compliance with safety standards and regulations. They
inspector	factories to ensure compliance with safety standards and regulations. They





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	conduct routine, post-overhaul, pre-availability and post-casualty inspections.
	They provide documentation for repair activities and technical support to
	maintenance and repair centres. They review administrative records, analyse
	the operating performance of engines and report their findings.
	A5. AIRCRAFT MANUFACTURING
A5.1. Aircraft gas turbine	Aircraft gas turbine engine overhaul technicians perform overhaul,
engine overhaul technician	maintenance and repair work on gas turbine engines. They disassemble,
6	inspect, clean, repair and reassemble the engines using engine-specific tooling.
	Aircraft interior technicians manufacture, assemble and repair interior
A5.2. Aircraft interior	components for aircrafts such as seats, carpeting, door panels, ceiling, lighting
technician	etc. They also replace entertainment equipment such as video systems. They
	inspect incoming materials and prepare the vehicle interior for new
	components.
	Aircraft engine specialists advise on maintaining procedures to engines of
	aircrafts and helicopters. They perform operability tests to components and
A5.3. Aircraft engine	parts of aircrafts to diagnose suitability for usage and possible operations to
specialist	improve performance. They interpret and provide support to understand the
	technical specifications given by manufacturers for application at the airport's
	premises.
	The Manufacturing Engineer performs standard engineering assignments
A5.4. Aircraft	usually representing a significant portion of a larger project. Additional
manufacturing engineer	responsibilities include selecting engineering techniques to solve problems and
	make design recommendations.
A5.5. Aircraft electrical	Operates electrical components in the aircraft
installer	
A5.6. Flight simulator	Perform standard Simulator support activities such as: installation, operation,
operator	inspection, periodic maintenance (align & adjust), of Simulator components and
	systems
	Writing test plans, flight cards, conducting briefs/debriefs, problem reporting,
A5.7. Flight test, electronics	and provide flight test data to verification. Assist with on aircraft
and telecommunications	troubleshooting and failure resolution of the sensor systems as needed to
engineer	ensure test aircraft mission capability.
5	
	Aircraft assemblers use hand tools, power tools and other equipment such as
	CNC machines or robots to construct, fit and install prefabricated parts to
A5.8. Aircraft engine	manufacture fixed or rotary wing aircrafts and aircraft subassemblies such as
assembler	flight controls, aircraft skins, rigging and other mechanical systems etc. They
	read and interpret blueprints. They operate control systems to determine
	functional performance of the assemblies and adjust accordingly.
A5.9. Embedded software	Responsible for the design, development and validation of embedded software
engineer	features. S/he manages the development cycle of new embedded software
	features
	features Aircraft painters work outside or in a hangar, depending on what they are going
A5.10. Aircraft painter	features Aircraft painters work outside or in a hangar, depending on what they are going to paint (body aircraft, little piece). Because of the paint, chemical fumes and
A5.10. Aircraft painter	features Aircraft painters work outside or in a hangar, depending on what they are going
A5.10. Aircraft painter	features Aircraft painters work outside or in a hangar, depending on what they are going to paint (body aircraft, little piece). Because of the paint, chemical fumes and the substances they work with, they wear security clothes and accessories.
A5.10. Aircraft painter A5.11. Sheet-metal worker	features Aircraft painters work outside or in a hangar, depending on what they are going to paint (body aircraft, little piece). Because of the paint, chemical fumes and the substances they work with, they wear security clothes and accessories. Sheet-mental worker shapes metal sheets following a blueprint,creates and
	features Aircraft painters work outside or in a hangar, depending on what they are going to paint (body aircraft, little piece). Because of the paint, chemical fumes and the substances they work with, they wear security clothes and accessories. Sheet-mental worker shapes metal sheets following a blueprint,creates and assembles parts of the structure; controls and repairs the metal parts
	features Aircraft painters work outside or in a hangar, depending on what they are going to paint (body aircraft, little piece). Because of the paint, chemical fumes and the substances they work with, they wear security clothes and accessories. Sheet-mental worker shapes metal sheets following a blueprint,creates and assembles parts of the structure; controls and repairs the metal parts Test technician controls the conformity of the part, tests the prototype before
A5.11. Sheet-metal worker	features Aircraft painters work outside or in a hangar, depending on what they are going to paint (body aircraft, little piece). Because of the paint, chemical fumes and the substances they work with, they wear security clothes and accessories. Sheet-mental worker shapes metal sheets following a blueprint,creates and assembles parts of the structure; controls and repairs the metal parts Test technician controls the conformity of the part, tests the prototype before its launch and analyses the results
A5.11. Sheet-metal worker A5.12. Test technician	features Aircraft painters work outside or in a hangar, depending on what they are going to paint (body aircraft, little piece). Because of the paint, chemical fumes and the substances they work with, they wear security clothes and accessories. Sheet-mental worker shapes metal sheets following a blueprint,creates and assembles parts of the structure; controls and repairs the metal parts Test technician controls the conformity of the part, tests the prototype before its launch and analyses the results Designs aircraft structure and ensures that the structure will respect technical,
A5.11. Sheet-metal worker	features Aircraft painters work outside or in a hangar, depending on what they are going to paint (body aircraft, little piece). Because of the paint, chemical fumes and the substances they work with, they wear security clothes and accessories. Sheet-mental worker shapes metal sheets following a blueprint,creates and assembles parts of the structure; controls and repairs the metal parts Test technician controls the conformity of the part, tests the prototype before its launch and analyses the results





Numerical control)	materials and also to gain time. In this way, the production stage becomes less
operator	costly.
A5.15. Composite technician	Composite technician handles different materials such as, fibres, weave, of carbon, Kevlar, glass and also different substances such as resins, catalysts, liquids, to produce a rigid, strong, cost effective and environmentally-friendly material. The composite technician knows how to cut, mix, mould, cure, shape and repair composites with the help of different methods and tools.
A5.16. Quality technician	A quality technician has the important role of ensuring that the products manufactured by the company are in-line with the customer's order and expected quality. In order to fulfil this mission, the quality technician examines closely every detail of the manufactured product before it is machined. Moreover, the quality technician has to take into account the specific features of the products imposed by the Design department.
A5.17. Interactive cockpit design engineer	The Main goal of the Interactive Cockpit Design Engineer is to find solutions to embed advanced technologies in flight decks. S/he prepares mock-ups and prototypes of part or whole interactive elements of the flight deck (weather radar, primary flight display, new tactile display). S/he may also prepare a 3D model of the pilot post in order to analyse conformance between interface layout and pilot position.

#### Table 13: B. General aviation: list of current occupations

B. GENERAL AVIATION		
LIST OF OCCUPATIONS	DESCRIPTION OF THE MISSION	
	B1. FLIGHT CREW	
B1.1. Private pilot	Private pilots operate non-commercial airplanes for leisure with a limited amount of seats and engine horsepower. They also provide private transport for people. Private pilot needs to obtain the private pilot licence (PPL).	
B1.2. Helicopter pilot	Helicopter pilots fly helicopters in order to transport passengers and cargo from one place to another. They plan flights using aeronautical charts and navigation instruments. Prior to departure, they inspect helicopters following checklists to detect leaking hydraulic fluid, inoperative control, low fuel level, or other unsafe conditions.	
B1.3. Aerial crop sprayer	Description not available	
B1.4. Manufacturing engineer	The day-to-day work of a manufacturing engineer typically takes place at an aircraft factory. S/he has to ensure that it will be possible to assembly all the pieces of an aircraft together in a proper way. Even a small part can have a huge impact on the larger product. If that is not the case, they have to find a solution that will be acceptable for each stakeholder.	
	B2. REMOTE PILOTS	
B2.1. RPAS pilot	RPAS pilot operates unmanned aerial vehicle (UAV) to carry out different activities like: Aerial Photography, Inspections, Defence operations, Environmental monitoring, Fire Fighting.	





#### Table 14: Airport services: list of current occupations

C. AIRPORT SERVICES					
LIST OF OCCUPATIONS	DESCRIPTION OF THE MISSION				
	C1. AIRPORT OPERATIONS				
	Airport operations officers perform supervisory and administrative work				
C1.1. Airport operations	monitoring operational activities on an assigned shift at a large airport. They				
officer	ensure the safe take-off and landing of aircrafts				
	Aircraft cargo operations coordinators direct and coordinate air transport				
	terminal cargo and ramp activities. They review data on incoming flights as to				
C1.2. Aircraft cargo	plan the working activities. They direct preparation of loading plans for each				
operations coordinator	departing flight and confer with supervisory personnel to ensure workers and				
	equipment are available for air cargo and baggage loading, unloading, and				
C1.2 Monitoring and	handling activities.				
C1.3. Monitoring and Inspection of Movement	Ensure inspections of movement area of the airport and related facilities				
Area and Related Facilities					
officer					
C1.4. Manager of	Coordinates, manages and checks the activity of the Ground Operational				
Operational Services	Service				
	Ensures the cleaning of the aircrafts for the Carriers with a valid contract				
C1 5 Cleaning agent	according to handling company / Airline spoecific procedures;				
C1.5. Cleaning agent	The cleaning agent is responsible with waste disposal from aircraft, according				
	to local regulations				
	C2. AIRPORT MAINTENANCE				
	Aviation ground systems engineers are in charge of supervising the				
C2.1. Aviation ground	maintenance of the equipment of the airport, for example, the visual aids,				
systems engineer	airport electrical systems, luggage systems, security systems, pavements,				
	drainage, maintenance of unpaved areas and equipment and vehicles.				
C2.2. Maintenance	Coordinate the entire staffing activity of the Airport Infrastructure Maintenance				
manager	Service, maintain in good working conditons the landing runway, airport				
	runways and platforms, maintain the indoor areas in the airport perimeter Airport maintenance technicians are in charge of the maintenance of all				
C2.3. Airport maintenance	equipment necessary for ensuring the functionality of the airport, for example,				
technician	visual aids, airport electrical systems, luggage systems, security systems,				
	pavements, drainage, and maintenance of unpaved areas.				
C2.4. Airport electric	Personnel responsible to operate and maintain airport lighting systems,				
systems personnel	electrical systems and back-up systems				
	Apply standard practices and techniques in specific situations, adjust and				
C2.5. Operations Support Engineer	correlate data, recognize discrepancies in results, and follow operations				
	through a series of detailed steps or processes.				
	C3. AERODROME MAINTENANCE				
	Knowledge and rigorous application of regulations, instructions and procedures,				
C3.1. Maintenance Agent	on how to conduct activities on the surface of the movement, in order to				
	ensure the safety of aircraft, facilities, persons and vehicles on the surface of				
	movement. Airport environment officers monitor environmental issues such as emissions,				
	contamination, and wildlife activity in the premises of airports. They report				
C3.2. Airport Environmental Officer	environmental attractors for animals such as nearby rubbish dumps or wetland				
	areas. They can engage in studying the environmental impact that airports are				
	having in the surrounding communities in reference to the diverse				
	contamination that airports produce. They implement the rules to ensure the				
	sustainable development of the airport.				
	The personel is responsible for reliable wild life control to guarantee safe				
C3.3. Wildlife control and	airplane operation.				
management	Maintain safe and reliable airport operation with respect to wild life hazards on				
	the other side environmental protection.				
C3.4. Aerodrome Data	Determine, document and maintain data relevant to the aerodrome and				



officer	available services; provide data relevant to the aerodrome and available			
	services to the users and the relevant air traffic services and aeronautical			
	information services providers.			
	Ensure, determine, document and maintain data quality relevant to the			
C3.5. Data Quality officer	aerodrome and available services; provide data relevant to the aerodrome and			
CS.5. Data Quality officer	available services to the users and the relevant air traffic services and			
	aeronautical information services providers.			
	C4. GENERAL MANAGEMENT			
C4.1. Quality control	Personnel responsible for designing and control of airport processes			
manager				
C4.2. Airport manager/	Plan, direct, and coordinate the operations, construction, and maintenance of			
Station manager &	airport facilities in accordance with all laws, rules, regulations and policies.			
Supervision	Recomends, develops, and implements airport policies and procedures.			
	Airport directors oversee a group of managers who lead or supervise a			
C4.3. Airport director	particular area of the airport, programme or a project.			
C5. AIRPORT SAFETY AND SECURITY				
C5.1. Airport security agent	Ensures airport security			
C5.2. Rescue and fire	Provide the rescue and firefighting service, to save lives in the event of an			
	aircraft accident or incident occurring at the aerodrome. create and maintain			
fighting personnel	survivable conditions on the airport			
CE 2 Hand luggage	Hand luggage inspectors check individuals' luggage to detect potential			
C5.3. Hand luggage	threatening objects. They comply with public safety regulations and company's			
inspector	procedure.			
C5.4. Screening officers	Inspect baggage and screen passengers to detect and prevent potentially			
(persons, baggage, items	dangerous objects from being transported into secure areas or onto aircraft.			
carried)				
C5.5. Screening officers	Inspect to detect and prevent potentially dangerous objects from being			
(cargo)	transported into secure areas or onto aircraft.			

#### Table 15: D. Aerodrome services – Ground handling: list of current occupations

D. AERODROME SERVICES: GROUND HANDLING							
LIST OF OCCUPATIONS DESCRIPTION OF THE MISSION							
	D1. SAFETY & SECURITY						
<b>D.1.1. Aviation ground staff</b> Aviation Ground Staff is responsible for every work which is not carried by on flight attendants. The job of Aviation ground staff includes handling of passenger luggage, freight management and moving luggage on and off the conveyor belts.							
D1.2. Marshaller	Marshaller is responsible for aircraft guidance / parking Using signals according to local regulations approved by CAA based on ICAO rules of Air. S/he ensures adherence to proper cooperation between airport / Air navigation company (tower) & Handling companies, establishing rules / responsibilities between all players on the airport Apron						
D1.3. Safety manager/ officer	Ensures airport safety						
D1.4. Flight planning specialist	The flight planning specialist works for an airliner and is primarily responsible for providing computerized flight plans. He assists in the preparation and guidance of the flight and provides the crew with the essential information required for safety of flight. He ensures that services are professionally arranged in a timely manner in accordance with all applicable policies, procedures, regulations and client preferences by collaborating closely with external providers, internal team members and other departments. He also						





conducts monitoring and audits.							
D1.5 Power plant design	Power plant desing engineeer is responsible for fleet reliability, powerplant						
engineer	engineering documentation and review of aircraft maintenance and inspection						
	programme. D2. HANDLING						
The Ramp Agent is responsible for all ground servicing of a commercial airliner,							
D2.1. Ramp agent	including loading and unloading of baggage and cargo. Ramp agents typically operate a variety of machinery and equipment, including baggage loader belts, diesel pushback tractors and small baggage cart tugs. In cold weather, ramp agents operate aircraft deicing trucks, working aloft to spray deicer fluids on assigned airliners.						
	Turnaround coordinator is responsible for the following activties:						
	1. Monitoring & Organizing / coordination of all handling actitivities related to						
	aircraft turnaround according to function F2 , described in IATA Airport						
D2.2. Turnaround coordinator	Handling Manual chapter 590						
coordinator	<ol> <li>complete Load &amp; Balance sheet according to IATA AHM 590 , functions F1 and F3</li> </ol>						
	3. cooperations with all persons involved in aircraft handling to respect the						
	Service Level Agreement of the Carrier						
D2.3. Aircraft fuel system	Aircraft fuel system operators maintain fuel distribution systems and ensure the						
operator	refuelling of planes.						
	Baggage terminal agent monitor the flow of baggage in airports to ensure						
	baggage makes connections, arrives at the destinations in a timely manner.						
	They communicate with baggage managers to ensure compliance with						
D2.4. Baggage terminal	regulations and apply correct solutions. Baggage flow supervisors collect,						
agent	analyse and maintain records on airline data, passenger, and baggage flow, as						
	well as creating and distributing daily reports regarding staff needs, safety						
	hazards, maintenance needs and incident reports. They ensure cooperative						
	behaviour and resolve conflicts. Provides assistance for customers who have lost items within the Central						
D2.5. Baggage area	Passenger Terminal. Answers phone, email, and in-person inquiries regarding						
coordinator (incl. Lost &	lost items. Accepts found items from multiple sources and enters items in our						
Found)	computerized system. Performs administrative functions.						
	Aircraft cargo operations coordinators direct and coordinate air transport						
	terminal cargo and ramp activities. They review data on incoming flights as to						
D2.6. Cargo handling agent	plan the working activities. They direct preparation of loading plans for each						
(loaders)	departing flight and confer with supervisory personnel to ensure workers and						
	equipment are available for air cargo and baggage loading, unloading, and						
	handling activities.						

#### Table 16: E. Air navigation services: list of current occupations

E. AIR NAVIGATION SERVICES			
LIST OF OCCUPATIONS	DESCRIPTION OF THE MISSION		
	E1. AIR TRAFFIC MANAGEMENT		
E1.1. Area Control Surveillance ATCO	Area control surveillance ATCOs monitor aircraft once they leave an airport's airspace. They work at air route traffic control centers located throughout the country, which typically are not located at airports.		
E1.2. Ground ATCOs	Ground controllers is responsible for traffic on the manoeuvring area with the exception of runways. In other words, the GND is responsible for the safety of aircraft that are taxing on the runways.		
E1.3. Tower ATCOs	Tower Air traffic controllers direct the movement of vehicles on runways and		



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	taxiways. They check flight plans, give pilots clearance for takeoff or landing, and direct the movement of aircraft and other traffic on the runways and other parts of the airport. In brief, the first responsibility of the TWR controller is to ensure that sufficient runway separation is kept between landing and departing aircraft.				
E1.4. Approach Control Surveillance ATCO	Approach and deperture controllers ensure that aircraft traveling within an airport's airspace maintain minimum separation for safety. They give clearances to enter controlled airspace and hand off control of aircraft to en route controllers. They use radar equipment to monitor flight paths and work in buildings known as Terminal Radar Approach Control Centers (TRACONs). They also provide information to pilots, such as weather conditions and other critical notices.				
E1.5. Air Traffic Control supervisors (incl. Unit Chiefs of Air Traffic services)	Air Traffic Control Supervisor is responsible for the coordination and facilitation of the inbound movement of airplane, oversees the daily traffic within assigned airspace, and control moving aircraft and service vehicles at airports.				
E1.6. Air Space Manager	Air space managers coordinate the planning of ground control, the maintenance of the aircrafts, and the handling of customers. They strive for the most efficient use of resources in directing the aircraft. They manage safety, quality, and risks in everyday work. They also plan and compare performance with other air navigation service providers.				
E1.7. Accessors	Description not available				
E1.8. Flow manager	Airspace Flow Manager manages the current and potential Air Traffic System disruptions.				
	E2. METEOROLOGICAL SERVICES				
E2.1. Aviation meterologist	Aviation meteorologists forecast weather conditions in airports. They provide day-to-day, hour-to-hour observations, analysis, forecasts, warnings, and advice to pilots, airport operators and airlines in meteorological matters. They report weather conditions expected at airports, current conditions, and en route forecasts.				
E2.2. Meteo systems - technician	Meteorology technicians collect large amounts of meteorological information for weather information users such as aviation companies or meteorological institutions. They operate specialised measuring instruments to make accurate weather predictions and report their observations. Meteorology technicians assist meteorologists in their scientific operations.				
	E3.AERONAUTICAL INFORMATION SERVICES				
E3.1. Aeronautical information service operator	Aeronautical information service officers maintain the operational timing from sunrise to sunset in order to ensure that the information passed by agencies is authentic. They strive to ensure safety, regularity and efficiency.				
E3.2. Aeronautical information specialist	Aeronautical information specialists provide high quality aeronautical information management services through technological means. They provide support to senior aeronautical information specialists and assess changes in aeronautical information affecting charts and other products. They answer requests of aeronautical data needs for airway companies operational groups and systems.				
E4.	COMMUNICATIONS, NAVIGATION AND SURVEILLANCE				
E4.1. Flight information service officer (FISO)	Aerodrome Flight Information Services Officer provides flight information service including, traffic information, meteorological information, information on runway state and other information useful for the safe and efficient conduct of flight. The pilot must use this information and make up his own mind about certain aspects e.g. flight route.				
E5. MAINTENANCE OF AIR NAVIGATION EQUIPMENT					
E5.1. Air traffic safety	Air traffic safety technicians provide technical support regarding the safety of				
LJ.I. All trainc safety	An trame safety technicians provide technical support regarding the safety of				





technician (ATSEP)	air traffic control and navigation systems. They design, maintain, install and operate these systems both in the airport and on board the aeroplane according to regulations. ATSEPs support of the ground-based electronic hardware and software systems used to support air navigation and Air Traffic Management. ATSEPs are mainly engineers, technicians, hardware and software specialists who are responsible for the specification, procurement, installation, integration, calibration, maintenance, safety assurance and monitoring of these systems.
E5.2. OGTI for ATSEP	Description not available

#### Table 17: F. Regulatory functions: list of current occupations

F. REGULATORY FUNCTIONS					
LIST OF OCCUPATIONS	DESCRIPTION OF THE MISSION				
F1.REGULATIONS					
F1.1. Aviation safety officer Aviation safety officers plan and develop safety procedures for avia					
	companies. They study safety regulations and restrictions relative to aviation				
	company operations. Hence, they direct activities of personnel in order to				
	safeguard the application of safety measures in compliance with regulations.				
	F2. SURVEILLANCE				
	Audit supervisors oversee audit staff, planning and reporting, and review the				
F2.1. Audit supervisor	audit staff's automated audit work papers to ensure compliance with the				
	company's methodology. They prepare reports, evaluate general auditing and				
	operating practices, and communicate findings to the superior management.				
	Aviation inspectors perform inspections of the procedures followed in the				
F2.2. Aviation inspector	matters of maintenance, air navigational aids, air traffic controls, and				
	communications equipment. They check compliance with ICAO, EU, national				
	and environmental regulations.				
	ICT auditor managers monitor ICT auditors responsible for auditing information				
	systems, platforms, and operating procedures in accordance with established				
· · ·	corporate standards for efficiency, accuracy and security. They evaluate ICT				
F2.3. ICT auditor manager	infrastructure in terms of risk to the organisation and establish controls to				
	mitigate loss. They determine and recommend improvements in the current				
	risk management controls and in the implementation of system changes or				
	upgrades.				
	Aviation and air traffic engineering inspector inspects and verifies proper				
F2.4. Aviation and air	completion and documentation of safety of flight discrepancies. Evaluates				
traffic engineering	personnel for maintenance qualifications, including verification of skills,				
inspector	training, and experience. Performs audits and inspections of work centers and				
	ongoing maintenance actions, procedures, equipment, and facilities.				

#### Table 18: G. Other transportation support activities: list of current occupations

G. OTHER TRANSPORTATION SUPPORT ACTIVITIES						
LIST OF OCCUPATIONS DESCRIPTION OF THE MISSION						
G1. BUSINESS & FINANCE						
	Logistics technicians are active both before and after the production stage.					
G1.1. Logistics technician	They are in charge of ordering, receiving and warehousing the necessary					
	materials to manufacture products. They have to co-ordinate the dispatch of					



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	the finished products to the customers as well. Consequently, they are in					
	ontact with both internal and external personnel.					
G1.2. Business	Business development manager analyses the market and the competition and					
development manager	Identifies new business opportunities					
	G2. COMMUNICATION & MARKETING					
G2.1. Marketing manager	Marketing managers carry out the implementation of efforts related to the					
marketing operations in a company. They develop marketing strategies and						
	plans by detailing cost and resources needed. They analyse the profitability of					
	these plans, develop pricing strategies, and strive to raise awareness on					
	products and companies among targeted customers.					
G3. AIRPORT & ENVIRONMENTAL PLANNING						
G3.1. Airport Planning	Airport planning engineers manage and coordinate the planning, design, and					
Engineer	development programs in airports.					

#### Table 19: H. Aviation training: list of current occupations

	H. AVIATION TRAINING					
	(not initial education but further training)					
LIST OF OCCUPATIONS	DESCRIPTION OF THE MISSION					
H1. FLIGHT TRAINING						
H1.1. Flight instructor	Flight instructors train both new and experienced pilots seeking to gain licences or experience in flying new aircraft, how to properly operate an aircraft according to regulations. They teach their students both the theory and practice of how to optimally fly and maintain an airplane, and they observe and evaluate student technique. They also focus on the regulations relating to operational and safety procedures specific to different (commercial) airline aircraft.					
	H2. ATCO TRAINING					
H2.1. Air traffic controller instructor	Air traffic instructors train people in all the matters regarding with the operations in air navigation services such as the management of flight traffic and the communication for navigation in aerodromes. They teach all the directives issued by air traffic control for the purpose of passing to trainees the sense of safety and expeditious flow of air traffic.					
H2.2. OGTI/STDI Practical	Provide training to SATCOs and ATCOs					
Instructors						
	H3. OTHERS					
H3.1. Cabin crew instructor	Cabin crew instructors teach trainees all the matters regarding the operations in aircraft cabins. They teach, depending on the type of airplane, the operation carried out in the aircraft, the pre and post flight checks, the safety procedures, the service equipment, and client service procedures and formalities.					
H3.2. Flight attendant instructor	Description not available					
H3.3. Theoretical knowledge instructor	Chief Theoretical Knowledge Instructor (CTKI) is responsible to the Head of Training (HT) and closely cooperates with the Chief Flight Instructor (CFI). In the case of an ATO offering integrated courses, the HT, the chief flying instructor (CFI) and the chief theoretical knowledge instructor (CTKI) should be employed full-time or part-time, depending upon the scope of training offered.					
H3.4. Vocational teacher of	Plans, develops and conducts classes in the ATM subject(s). Utilizes various					
air traffic management subjects	teaching techniques and activities to assist students with their educational advancement. Responsible for the supervision of inmates assigned to the class.					





## 4.2 THE CHANGING NATURE OF WORK - UPSKILLING AND FUTURE OCCUPATIONS IN THE AVIATION SECTOR

Many of the major societal changes currently affecting the transportation system are expected to have a significant impact on jobs. Together, technological, socio-economic, political and demographic changes will generate new categories of jobs and occupations while changing and displacing others [5]. These macro changes are going to require new sets of skills in both current and emerging occupations within the transport system and to transform how and where people work.

The following long-term societal changes are expected to be relevant for the future transport system including the aviation sector:

- **Urbanisation**: more and more people tend to move in cities. The growing and extending cities lead to the emerging concept of city-regions, which combines several spatial scales imposes different transport modes. The implementation of the smart city will further push the digitization and deployment of new technologies in transport.
- **Digitalisation**: technological change is occurring faster than past years, creating a gap between technological innovation and societal progress. This will have a significant impact on the future generations of workers.
- **Demographic changes**: as people live longer and retire later, the demographic composition of the workforce is also changing. These demographic changes together with technology innovations will require more flexibility in labour conditions.
- **Climate change**: climate change, air pollution and the shortage of resources are gaining importance within society. They have strong impacts in policy making e.g. for traffic prevention, emission control or funding programmes and result in societal demand for sustainable transport offers including their production. Novel mobility concepts, new kinds of vehicles and innovative usage will result from these developments. The electrification and transport sustainability are important factors that will bring changes into the transport sector.
- **Globalisation**: increasingly integrated global labour markets will lead to higher mobility across countries requiring transversal, international skills.
- **Safety and Security**: safety and security are of primary concern for any transport system. Safety agencies such as EASA (European Aviation Safety Agency), ERA (European Union Agency for Railways) and EMSA (European Maritime Safety Agency) contribute to advances in safety in all transport modes by ensuring the development of advanced technologies and manufacturing process, promoting European safety certifications and standards. On the other side, transport security is a sensitive issue that affects all transport users and providers. Governments are more and more concerned about security threats especially related to terrorism and cyber threats. New technologies can play an important role for developing high-security systems for the future by reducing the duration of security checks.

According to the survey conducted by the World Economic Forum [5], artificial intelligence, machine learning, robotics, virtual and augmented reality, big data, Internet of Things (IoT) are some of the main technologies that will shape the future of transport industries and that will underpin the formation of new human-machine partnerships. The main key technological transformations are shown in (Figure 10).







Figure 10: Main technological transformations

The understanding of the global trends influencing the future working world will be required from the businesses to stay competitive. These changes will increase the need for continuous education, training and qualification of the transportation workforce.

#### 4.2.1 New skills

The impact of new technologies such as robotics, autonomous vehicles and big data is transforming the working environment conditions, changing the skills that employers need for doing their job.

This trend had been highlighted also from the results gathered through the KAAT survey were most of the respondents reported that information technologies, cooperative systems, big data and augmented reality interfaces will heavily affect the current occupations and the way of working, requiring new skills (see Figure 11).







These new skills will not replace the existing ones; they will be required in addition to the current ones. As depicted by the World Economic Forum the 21<sup>st</sup> century skills are mostly related to problem solving, critical thinking and creativity (see Figure 12). [6] reported that future workers generations will need to be equipped a plethora of skills, like the ability to respond to complex problems, effective communication and team working.







Figure 12: Core work- related skills identified by the World Economic Forum

These findings are also in line with the results gathered from the KAAT online survey (Figure 13 and Figure 14). Most respondents indicated dealing with complexity, critical thinking, communication and reporting, teamwork and collaboration as the essential competences that will be more required in the near future and that are expected to be the critical success factor for the future carriers. At the same time, the importance of competences such as teaching & coaching and technical expertise will be less required in the coming years.







Figure 13: Q25 - In the past 5 years, has the importance of these competences stayed the same, increased or decreased?



Figure 14: Q26 - In the next 10 years, do you think the importance of these competences will stay the same, increase or decrease?





As reported in a recent Airbus publication [7], and also in line with the growing importance of the cross functional skills, the aviation engineer of the future will require a mixture of technical and soft skills that are related to the current context of digitalisation and increasingly rapid technological change, including:

- Digital competencies (advanced analytics and big data, cloud and as a service platform, mobility, etc.);
- Design thinking;
- Entrepreneurial thinking;
- Cyber security skills;
- Skills related to virtual/augmented reality.

In line with these changes in skills, experts across Airbus [7] have highlighted the growing need for graduates trained in cyber security, and in data science due to the vast digitalisation trend in companies. In the future, there will be a huge demand of specialists who will analyse and interpret transport big data collected.

A recent study conducted by McKinsey Global institute [8] found that future workforce will spend more time on activities of control, supervision, managing of people and communication. They will spend less time on physical activities, where machines already exceed human performance.

## 4.2.2 Displacing and emerging occupations in the aviation sector

According to the major societal changes envisioned to affect working tasks and activities, future "scenarios" representing some of the main trends and technological transformations within the aviation sector can be identified such as:

- 1. Virtualization and automation of the Air Traffic Control and Air Traffic Management;
- 2. The introduction of autonomous systems in the airport operations;
- 3. The introduction of security checks for improving seamless passengers' journey;
- 4. More demand for sustainable flying and renewable resources.

These four scenarios were used for describing some of the main labour challenges that are expected to occur within the aviation sector. Scenarios were also used to identify some of the occupations that will be changed or displaced and the new ones that will be created. Each scenario contains the following information:

- brief description of the context;
- major labour challenges;
- displacing and emerging occupations;
- emerging occupations.

The online survey conclusions and the input obtained from the workshop participants were used as main sources for identifying the changing and displacing occupations as well as the emerging ones. Figure 15 shows some of the occupations that are going to drastically change or disappear. As indicated by the respondents to the survey, Air Traffic Controllers, Pilots, Cabin crew, Check – in agents or Ramp handing operators are some of the occupations that will be drastically affected by the technological transformations.





Passenger handling	ATCO	Reduced number of AIC sectors		Ground controller handl	ing agent	Accountar	nts Pilo	
Sales department chang	ing all to online	Those that can be easily supe	Those that can be easily superseded by technology/robots			Manual work (e.g., painting)		
Flight deck crew members. Post flight dataingest. Post flight check people. Flight dispatchers.					Ramp handling operators			
Personal mean of transp	Personal mean of transport (automatic cars/drones cars/ taxis) Systems Propulsion IT services around			s Propulsion IT services around a	eronautics	eronautics Cabin crew		
None. Many have been said to disappear already in the 1960s which are still there, however in a changed manner a drastic transformation			biloting and	l controlling aircraft	will be affected t			
Check-in agents Travel agents Airport Security, many terminal flow related activities due to automation sta			activities due to automation star	nd allocatio	n etc.			
Commercial seller	Commercial seller Translators Those ones related to administrative roles or supporting functions			Flight preparation engineer				
	Activities where calculation is central (computers/Al will do it better): activities not involving creativity, isolated activities, knowledge based activities (knowledge will become a commodity)			Airline Crew members (PIC, flight crew)				

Figure 15: Q30 - Which occupations do you think are going to drastically change or disappear by 2030?

The complete description of the four scenarios is reported in the following paragraphs.

# 4.2.2.1 Scenario 1- Virtualization and automation of the Air Traffic Control (ATC) and Air Traffic Management (ATM)

## ATC/ATM VIRTUALIZATION AND AUTOMATION

The European ATM system is expected to face challenging situations, with the growth of air traffic, the increase of its complexity, the introduction of innovative concepts and increased automation.

The concept of remote tower is replacing the actual tower. Augmented multimodal sensorial solutions and new humansystem interaction concepts can support ATCOs in managing remote tower operations in high performance and demanding scenarios.



#### LABOUR CHALLENGES





The roles and tasks of air traffic controllers will change in the future. This will be caused by several factors such as the introduction of highly automated systems for supporting controllers in dealing with the increasing volume and complexity of air traffic.

Thanks to the major technological changes, ATCOs of the future might be fully immersed in virtual environments, managing the traffic complexity through 3D images of the airspace they are controlling.

Furthermore, as highlighted during the workshop in Lisbon, the unmanned traffic management<sup>2</sup> will represent a future challenge for the current ATM operations requiring ATCOs to have different competences and skills from the current ones.

#### **DISPLACING OR CHANGING OCCUPATIONS**

• En-route, tower, ground, approach and departures ATCOs are expected to change their tasks and roles in the future

#### **EMERGING OCCUPATIONS**

- Remote tower controllers
- Unmanned traffic controllers
- AI engineers/VR experts
- Big data analysts
- Robotics engineering

## 4.2.2.2 Scenario 2 - The introduction of autonomous systems in the airport operations

#### **AUTONOMOUS SYSTEMS**

**Autonomous systems** are expected to act as one of the major technology drivers in the aviation sector. The demand for air transportation is growing, and the operations at airports and associated facilities are becoming progressively congested.

As highlighted by the IATA report [9] will affect the following areas of application:

- **People transportation (air buses)**: driverless buses are likely to be introduced in the airports in the next years.
- Aircraft movements: electric pushback devices remote controlled offer the possibility to reduce the pushback operation to one person, improving the operational performance.

<sup>2</sup> The unmanned aircraft system management is a new air traffic management ecosystem for unmmanned aerial systems.





- **Baggage:** the introduction of fully autonomous baggage robots able to conduct check-in might enhance the efficiency of check –in operations at airports, enhancing the overall passengers' experience.
- **Aircraft inspections:** there are different types of inspections e.g. planes (for damage), runways (foreign objects detection), airport perimeter (for security). In the future part of these inspections can be done using drones.

#### LABOUR CHALLENGES

Autonomous vehicles will have an impact on the current occupations in the aviation sector. Some of the roles currently working in the area of Airport Operations such as the day-to-day control and organization of the aircraft movements around the airport; the inspections of aircraft and manoeuvring area and the airport maintenance; will require a change on current tasks, skills and knowledge.

New jobs will be created in developing; managing and monitoring autonomous vehicles equipment, while others job profiles need to be re-skilled to avoid job losses.

#### **DISPLACING OR CHANGING OCCUPATIONS**

- Ticketing agent
- Ground steward/stewardess
- Ramp agent
- Monitoring and inspection of movement area and related facilities officer
- Hand luggage inspector
- Baggage handling operator
- Lost & found coordinator
- Maintenance agent
- Airport Maintenance Technician

#### **EMERGING OCCUPATIONS**

- Drone operators
- Automated vehicle operators
- Designers of autonomous vehicles
- Safety officers for unmanned systems





# 4.2.2.3 Scenario 3 - The introduction of security checks for improving seamless passengers' journey

### SEAMLESS SECURITY AIRPORTS

In order to reduce time, seamless security checks at airport enable seamless passenger processes through the airport. Big data analytics may enable the preselection and adaptation of the security check according to passenger security status. IATA<sup>3</sup> already envisioned the key features of checkpoint the future:

- concept of three different security tunnels dividing passengers into three different groups: "stranger", "normal" and "unknown traveller";
- reduction of process times through pre-selection and adapted security check according to passenger security status
- passenger screening within a walk-through metal detector (WTMD)



Source IATA Checkpoint of the future http://1.f.ix.de/imgs/18/7/0/8/9/9/1/checkpoint1-large.jpg-6e2458b6935e60d9.jpeg

#### LABOUR CHALLENGES

In the future the use of Big Data will enable the collection of several information about passengers (e.g. biometrics, travel behaviour), that will be used for the passenger pre-selection process. In the next years, machine will be able to read the x-ray will probably substitute or change some of the working activities currently performed by the security screening officers at airports.

#### **DISPLACING OR CHANGING OCCUPATIONS**

- Security screening officer
- Hand luggage inspector

#### **EMERGING OCCUPATIONS**

- Software and AI engineers
- Big Data and analytics experts
- Security & cyber security experts
- Legal services personnel and ethics and privacy protection specialists

<sup>&</sup>lt;sup>3</sup> https://www.iata.org/pressroom/pr/Pages/2011-06-07-01.aspx





### 4.2.2.4 Scenario 4 - More demand for sustainable flying and renewable resources

#### **ELECTRIC AND SUSTAINABLE AIRCRAFT**

Environmental protection is gaining importance within society. As reported in the Flightpath 2050 the environmental challenges and the use of renewable resources will be a key driver for the aviation sector. Aviation can reduce CO2 emissions by developing and promoting use of sustainable alternative fuels (e.g. batteries, biomass, coal-to-liquid, natural gas) in air transport through technology, operations and infrastructure.



#### LABOUR CHALLENGES

The growing importance of the environmental issues will require new investments in the development and deployment of renewable fuels and respective technologies. New demand for workers in a range of occupations, including in manufacturing, construction, and installation might be created [8]. However, air transport is likely to be the last to adopt alternative fuels in large-scale because of limited selection of suitable alternatives and sector's strict safety regulation.

#### **DISPLACING/CHANGING OCCUPATIONS**

• Fuel specialist/ Aircraft fuel system operator

#### **EMERGING OCCUPATIONS [10]**

- Energy and maintenance engineer
- Electrical engineer/ Alternative Vehicle Developers
- Climate Change Reversal Specialist
- Consumer Energy Analysts
- Battery Technician
- Solar Flight Specialists

## **5 EDUCATION AND TRAINING**

The fast-changing job market will require graduates to be equipped with new technical and professional skills needed to fill a specific job occupation specification. In this context, universities and organisations need to collaborate for making the school-to-work transition as smooth as possible and to be able to prepare future generations for the world of work [6]. One of the main objectives of the occupational analysis was to identify current and future collaboration opportunities between industries and educational institutions.





A specific section of the questionnaire was dedicated to exploring the educational qualifications background of the respondents and the training they have received within their organisation.

Half of the respondents got a postgraduate degree (Figure 16), most of them in the field of Engineering (Figure 18). In general, the competences acquired during the educational career were considered relevant by more than a half of respondents (Figure 17).









Figure 18: Q10 - Which of the following best describes the field in which you received your highest educational qualification?

As shown by Figure 19 more than 60% of the respondents considered the initial training received extremely or very helpful. On average, the majority of people interviewed agreed on the fact that organisations invest on training and education (Figure 20), and most of them receive training every year (Figure 21).









Figure 20: Q15 - I am satisfied with the investment the organisation I work for makes in training and education.

Figure 19: Q13 - How helpful was the initial training you received from the organisation you work for when you started your job?



Figure 21: Q14 – How often do you receive training in the organisation you work for

In question 16 (Figure 22), respondents were asked to indicate the training institutions that should be responsible for providing the training for improving the following competence areas:

- 1. Teamwork and collaboration
- 2. Interpersonal skills and service excellence
- 3. Communication and reporting
- 4. Leadership, management and planning
- 5. Decision making, safety and responsibility
- 6. Compliance with regulations
- 7. Technical expertise



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- 8. Teaching, advising and coaching
- 9. Dealing with complexity
- 10. Critical thinking and analysis

Further qualification and courses, on the-job-training, and higher education/VET seemed to be the most preferred training solutions for improving the different competences areas. These results emphasize the importance of education and training throughout the professional career paths, highlighting the need of continuous collaboration between educational institutions and industries.



Figure 22: Q16 - In your opinion, who should be responsible for providing training in the following competence areas?

Synergies between educational institutions and industry were further explored through a dedicated section of the online survey: "collaboration with educational institutions". In this respect, participants were asked to share their knowledge and opinions on the following aspects in order to understand:

- who are the main training providers within the organisations;
- the status of collaboration between organisations and high level educational institutions;
- the availability of representatives of educational institutions within organisations;
- the nature of collaborations between organisations and educational institutions;
- the level of effectiveness of educational bodies in preparing students for the world of work.





As shown in Figure 23 most of the respondents highlighted that the most of the training within their organisation is provided internally (50%) or using a combination of different training providers (25%).



Figure 23: Q19 - To the extent of your knowledge, who are the main training providers at the organisation you work for?

Although only 5% of the respondents reported that the training within their organisation is being provided by educational institutions; the majority of respondents (on average 60%), indicated a good level of interaction between the organisations they work for and higher education institutions (see Figure 24). However, only 30% replied that there are representatives of educational bodies within the organisations (see Figure 25).







Figure 25: Q21 – Are there representatives of educational bodies in the organisation you work for (e.g., in an HR or a training department, or in the board of directors) in order to ensure the match between the competences and the requirements of the aviation industry?





Looking into the nature of the possible synergies between organisations and educational institutions (Figure 26), 1) student dissertations, internship and placements, 2) joint research programmes - externally funded, and 3) developmental events and conferences seem to be the most preferred ways of collaborations between organisations and educational institutions.



Figure 26: Q22 – If so, in what way does the organisation you work for collaborate with educational institutions?

The final question was made for understanding how effective the educational institutions are in preparing students for their future carrier paths within the aviation industry. Results collected are quite positive (see Figure 27), 33% of the respondents reported that educational institutions are extremely or very effective in preparing the students for their future occupations, while almost the 50% of respondents considered educational institutions relatively able to prepare students for the world of work and the remaining 20% considered them not so effective.



Figure 27: Q23 – Overall, how effective do you think educational institutions are in preparing students for the requirements of their future occupations in the aviation sector?





This result highlights the need to foster collaboration between organisations and educational institutions and to ensure an involvement of key stakeholders from industries and universities in order to allow educational programs to be effective and up-to-date with the real issues required by the world of work.

## 6 CONCLUSIONS AND NEXT STEPS

This report has provided an analysis of the occupations in the aviation sector. The main outcomes of the analysis were the competences framework and the sectorial breakdown of current and emerging occupations.

The **competency framework**, developed through a participatory process with a continuous involvement of project partners, is composed of eight categories of competence representing "behavioural" competences and "technical and functional" competences, including: (1) interpersonal skills and teamwork, (2) communication and reporting, (3) personal resilience and critical thinking, (4) training and development, (5) operational expertise, (6) customer focus, (7) leadership, management and planning, and (8) safety and responsibility.

The competences framework, developed within WP1, combines and integrates all the relevant competences and skills required to cover a given role. The categories of competences were used to describe the wide range of occupations in terms of personal qualities, supporting skills and tasks and responsibilities.

The **sectorial breakdown** presents a comprehensive view of the labour market on the aviation sector at European level. Indeed, around 120 occupations were identified and fully described by providing insights into the key competences, tasks, responsibilities and learning outcomes required by the current employers in the aviation sector. The development of the sectorial breakdown has been conducted in compliance with the ESCO classification of skills, competences and occupations. In addition, input from KAAT project partners was requested at different stages of the process for validating the occupations already included and for identifying additional or missing occupations.

A specific section of this report is dedicated to the description of the major societal changes and technological transformations that are expected to have a significant impact on jobs. These macro changes will generate new categories of jobs and occupations while changing and displacing others. According to these major societal changes envisioned to affect working activities, four future "scenarios", representing some of the major technological transformations within the aviation sector, have been identified as follows:

- 1. Virtualization and automation of the Air Traffic Control and Air Traffic Management;
- 2. The introduction of autonomous systems in the airport operations;
- 3. The introduction of security checks for improving seamless passengers' journey;
- 4. More demand for sustainable flying and renewable resources.

These four scenarios, together with the input collected through the survey and the workshop, were used for identifying some **emerging occupations** as shown in Figure 28.





ATC/ATM VIRTUALIZATION AND AUTOMATION	AUTONOMOUS SYSTEMS	SECURITY AND CYBER- SECURITY	ELECTRIC AND SUSTAINABLE AIRCRAFT
<ul> <li>Remote tower controllers</li> <li>Al engineers/VR experts</li> <li>Big data analysts</li> <li>Robotics engineering</li> </ul>	<ul> <li>Drone operators</li> <li>Automated vehicle operators</li> <li>Designers of autonomous vehicles</li> <li>Safety officers for unmanned systems</li> </ul>	<ul> <li>Software and Al engineers</li> <li>Big Data and analytics experts</li> <li>Security (&amp; cyber security) experts</li> <li>Legal services personnel and ethics and privacy protection specialists</li> </ul>	<ul> <li>Energy and maintenance engineer</li> <li>Electrical engineer/ Alternative Vehicle Developers</li> <li>Climate Change Reversal Specialist</li> <li>Consumer Energy Analysts</li> <li>Battery Technician</li> <li>Solar Flight Specialists</li> </ul>

Figure 28: List of emerging occupations

The fast-changing of job market will require **new sets of skills** in both current and emerging occupations within the transport system [11].

To face-up these challenges industries and educational bodies need to collaborate for making the schoolto-work transition as smooth as possible and to be able to prepare future generations for the world of work.

In order to pragmatically address these changes **educational institutions** need to align the educational programs and teaching methods to the needs of the future generations of workers (e.g. Millennials). Indeed, millennials generation is generally characterised by an increased use of and familiarity with digital technologies. To meet the learning needs of future generations, teachers need to move away from traditional teaching methods and adopt educational approaches that are more in line with the way students learn today [6]. Furthermore, a major emphasis on professional and vocational training will be needed.

On the other hand, in order to make current and future workforce ready to meet the labour market requirements, **industries** need to: (1) identify productive ways of planning job transitions pathways; (2) prioritise actions, time and investments on reskilling and upskilling opportunities; (3) recognise and understand the future skills demand; (4) re-design training courses to foster continued learning and (5) promote on-the-job training opportunities to facilitate chances to acquire new skills in the workplace [11].

This report on occupational analysis of the aviation sector will be used as main input for the next activities of KAAT project that will be carried out within WP2 "Qualification analysis", WP3 "Conception and implementation of a new innovative study program "IT applied in aviation" and WP4 "Improvement of university study programmes and of adult trainings".

The table below shows the main sections of this report that can be used as basis for the next activities within WP2, WP3 and WP4.





Table 20: WP1 input for the upcoming activities within the project		
Upcoming activities	WP1 input	
WP2	Competences framework (section 3) can be used to:	
WP3	- check the list of competences, personal qualities, supporting skills and tasks	
WP4	and responsibilities currently required by the labour market to cover a given role.	
	<ul> <li>align the training courses and educational programmes to current competences required by the labour market</li> </ul>	
	<ul> <li>Sectorial classification of occupations can be used to (section 4):</li> <li>align industries and educational institutions regarding the current occupations available and the related descriptions in terms of knowledge, skills and competences</li> </ul>	


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## 8 ANNEXES

### 8.1 Sectorial classification of current occupations

The **sectorial classification** template includes:

- the different areas of the aviation sector together with the mapping of the current occupations;
- the full description of the current occupations including the related key competences, tasks, responsibilities, skills and knowledge specific to the aviation sector.

Link to the sectorial classification template: https://seafile.dblue.it/f/fc974f61b0/?dl=1

### 8.2 Survey results



КААТ

## **WP1** KAAT Occupational Analysis in Air Transport: *Survey*

Selected results\_12.06.18, Deep Blue



Co-funded by the Erasmus+ Programme of the European Union

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KAA

## **KAAT Survey**

#### KAAT Occupational Analysis in Air Throspor Weather au XMT anset Anny

This knows is being contacted as part of the Examples-Rounderge Allensis in AP Transport (AAXP) Project bundling for Graphics trans. The AVXP projects are international modification ranso strategy in high one gas between the to analysis of including and provide the association and analysis of the range and endologies. The Analysis Excluding Galafikadase Transmission and the analysis of the range and endologies and analysis of the random transmission and the analysis of the range and endologies and analysis of the random transmission with internative mode analysis of the range and endologies of the range and the range of the range and the range analysis of the range and the range of the

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of participation in the study is fully vi

- The sample data not exact you to account you be ended on the local database proceeding to a proceeding to a series of the database process of the database of the sample proceeding.
- sources have, again to perception in this research study and are happy for your data to be inducted to use a

#### 1. This survey is being conducted as part of the Erasmus+ Knowledge Alliance in Air Transport (KAAT) Project funded by the European Union.

- 2. As part of this research, we are developing a framework of current and emerging occupations in the aviation sector.
- 3. With the use of this survey we aim to:
  - > Identify and validate the current occupations and competences in the aviation sector.
  - > Identify the **needs and roles** in the aviation sector in the next 10 years.
  - > Map the learning outcomes of study programmes with the demands of airport labour market in terms of **competences**, **knowledge and skills**.
- We are seeking input from employees working in all areas of the aviation sector value chain including:
  - > Commercial and General Aviation,
  - > Airport Operations,
  - > Air Navigation Services,
  - Regulatory Functions,
  - > Other Transportation Support Activities,
  - > and Aviation Training.





#### Q1: How old are you? Q2: What is your gender? Q1 How old are you? Q2 What is your gender? Answered: 127 Skipped: 0 Answered: 127 Skipped: 0 18 to 24 Fema 25 to 34 35 to 44 Mal 45 to 54 Othe 55 to 64 80% 90% 100% 50% 60% 70% 0% 20% 30% 40% 65 to 74 75 or older 0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

### 3

KAA

K-A

## Q3: In what country do you work?

COUNTRY	PARTICIPANTS (IN %)	COUNTRY	PARTICIPANTS (IN %)	COUNTRY ("Other")	PARTICIPANTS (IN %)
Albania	0.79%	Netherlands	1.57%	Singapore	0.79%
Belgium	1.57%	Norway	1.57%	Qatar	0.79%
Croatia	8.66%	Portugal	14.96%		
Czech Republic	1.57%	Romania	28.35%		
France	9.45%	Spain	0.79%		
Germany	7.09%	Switzerland	1.57%		
Italy	18.11%	UK	2.36%		

Answered: 127, Skipped: 0

# Q4: Which aviation sector do you currently work in?Q5: How long have you been working in your current position?



# **Q4:** Which aviation sector do you currently work in? *Please specify your role*

KAAT (1/2)

KAAT (2/2)

vork in the production planning team for FCS (Fuel and Control Systems Business Unit) in Zodiac Aerospace (now Safran)	Operational Control Centre
nanager	Aviation Safety Consultant
angineering	Teschi grazie, Educator
Deputy handling manager - manager for OPS department	I work both with commercial aviation and ANS but it was not possible to select two options
First officer	Senior Cabin Crew
First officer	Ground Instructor
ATC	hink
	First Officer
senior manager sales and business develompment	Cabin Crew
External Relations	commercial assistant
Aerospace Engineer	Research and consultancy with focus on Human Factors, safety and related training activities.
R&T	Atco
peneral director	Air traffic controller
•	Pax area
work on data-packages related to Aircraft simulators.	health and safety expert
am business analyst and account manager for a software editor who provides digital tools to manage airlines operations (flight scheduling, flight watch/OCC, crew scheduling). I am a provider for several european airlines.	Researcher Researcher
EUROCONTROL	academic researcher
the major role is in conception, design, testing and certification of aircraft (rotary and fixed wing) structures	R&TD Engineer
Aviation Lawyer	Research program manager in European OEM
Specialist for strategical planning and development	Research
Quality, Environment and Safety Technique	Manager
Chief pilot DHC8 fleet. Croati Airlines	Senior partner in Qualified Entity EuroUSC Italia
Captain Examiner	Pilot
	Head of Section Operational ANS Performance
composite laminator	Airport infrastrutures project manager and airport equipments and systems studies
Researcher	Powerplant Engineer
Senior Cabin Crew	responsable of research lab

## **Q4:** Which aviation sector do you currently work in? *Please specify your role*

aviation safety research assistant	economist
Training consultant for CRM, Instructors, Examiner training	Commercial department - Network Development and Alliances (Code-share and Interline)
Head of Health and Human Performance	Expert Reviewer I European Funds Office
ACI EUROPE Liaison Officer to EASA	Cabin crew
Researcher	cabin crew training assistant manager
research engineer in CNS systems, EMC studies	HR Officer
Air Traffic Manager	General Manager
Consultant in ATM. Airport and RPAs domains	Senior cabin crew
Logistics & Purchase Director	planning the travels for pilots simulator, offering support regarding accommodation and transfers; arranging transport for ground courses
Captain	for pilots; operate the positioning for flight crew in the company system (for duty travels) asking for company tickets for flight crew (duty
Human Factor Consultant and Data Analyst	travel-training); creating personal profile in our company operational system; administrating type rating contracts - asking for signatures (bought sides), issuing invoices, archiving; issuing the per diems (allowances) documents after simulator travel and ground courses
IT mainly support and maintenance.	(dought sides), issuing involves, archiving, issuing the per drems (allowances) documents after simulator traver and ground courses R&T international cooperation in aeronautic industry
Security office	
I work for a company that delivers training courses for RPAS Pilots and Higher Education Courses for all the personnel variously involved in the RPAS operations, in Italy and all around the world.	Engineering Head of E-Commerce
Maintenance	student
Research, Development & Innovation Management	investments
work for a company that delivers training courses for RPAS Pilots and High Educational Courses for all the personnel variously involved RPAS operations, in Italy and all around the world	Dispatch
DCS	handling sector - station manager
Human Factors Consultant	HR Manager
Purser	Airport Planning
Expert reviewer in Accounting Department	Contact Center Manager
AIRPORTATION SECURITY	Handling Manager
IT Engineer	Research and Innovation in Aviation
Safety Manager	HR
internal auditor	Standardization specialist
internal auditor	Learning and Development Manager- HR Training
Chief of Regulation Office	Performance engineer

## **Q6:** What do you like the most about your job?

KAAT (1/3)

KAAT (2/3)

I like working in a cross-functional service which allows me to make lots of solutions to improve the production and satisfy the customer.	flying
The implementation my ideas into real life.(traffic, airport development)	What i like the most about my job is the fact that i literally make airplane parts from simple flat sheets of thermoplastic composite materials.
flexibility	challenges
every day is different, you will not get bored	the fact that i get to improve myself as a human being interacting with passengers
Friendly enviroment, and to be honest the views	Solving problems challenge
Independence, safety relevance, responsibility	Doing research in different projects
The most I like is the opportunity to fly with a lot of experienced pilot from which I can learn many things.	
New technologies	Interaction with young people
operational matters	Leading innovations and societal benefits
to be part of aviation industry, to help stakeholders adopt our solutions and benefit from our products and services, to influence sales, to	work schedule, interactive job, visiting places
teach young professionals	Regularity
diversified activity, media relation, wide domestic and international relations range	Dynamic and challenging
Manufacturing components for the aerospace industry.	fhass
Operations and systems improvements	You never stop learning
Development ( personal and professional ) of others.	Flying And Human interaction
To work around flight physics / researchs are interresting	Is a non routine job
To meet a lot of people found of aviation and to see the different ways to work among the different airlines	freedom
Solving problems and improving performance - delivering clear solutions - global impact.	Variety and contact with professionals with the most different backgrounds
the variety of projects and the complexity of products	Earnings
Diversity of topics and the chance to apply knowledge in international/EU law	sense of complexity
Inovations, working on new solutions	Everiday we have news experinces.
the challenge of meeting customer requirements in the production of parts	to deal with preventive and protective activities in accordance with the applicable legislation in force
Organisation challanges	The multitude of roles one need to assume.
	An innovative sector, exiting research challenges
	The possibility to broad my knowledge, meet new people and open my mind
	Responsibility and change
	the dynamism

Q6: What do you	like the most about	your job?
-----------------	---------------------	-----------

Planning	Develop mew ideas for more innovative solutions and lower cost
very dynamic evlution of the UAS sector and more in general of the business models, rules and technologies for aviation, both manned and unmanned	I like that you have to be always updated about new regulations. The RPAS sector is definitely a young field always changing developing and evolving.
Everything	The possibility to work on new rules an systems for operations with unmanned Aircraft and study their interaction with manned aviation.
It is a dynamic environment with a never ending list of things to assess, analyse, and learn.	Challenge
Different systems and more tecnologic than another in other industrys	The technologie
challenges to maintain the fleet to the safest standard taking into account business aspects; continuous improvements in internal	Simulation with pilots and ATCOs. Working environment studies.
processes; relations with stakeholders	Responsabilities
Innovation	i like the most my job because is not a routine
meeting aviation stakeholder from different areas/countries learning new things working in an international environment	DISCIPLINE
To stay in contact with aircrew an pilot problems and contribute to solve them	Regular and Non regular activities
Responsability of flying passengers to their destinations, safetly	International environment
The opportunity to make a difference to enhance the wellbeing of our people and safety of our operation	Airside Operations
Improve the current awareness on weather conditions	Dynamic and challenging environment, sharing tasks, human relationship
It covers a wide range of activities and provides frequent opportunities for working with all aviation stakeholders.	working in the airport, interaction with aviation part
Working as well with operational experts as with scientists	the fact that the internal auditing provides value to governing bodies and senior management as an objective source of independent
Aircrafts & Air Transportation	advice
The fact that I'm dealing with practival actual issues, team working	Work environment
the heterogeneous activities	Aviation field.
the heterogeneous activities	everything
the thrill, continuous learning	I am involved in the network development. I am in permanent touch with airports where we currently operate and with airports that we might start operating. I like that in my day to day job I work a lot with external partners.
Every day with a new challenge	Airport specificity
There's always something new you need to understand	I like to socialize with people from different cultures
Comunication	interaction with cabin crew/ givving new informations to new comers
Working with the PC's	My colleagues
Planning	Role in aviation development
I like that you have to be always updated about new regulations, considering that the RPAS sector is definitely young and continuously changing, developing and evolving.	Interaction with people
challence	I like the uniqueness of every month, discovering the aviation world, dealing and crating a good connection with the providers, offering details and support to flight crew employees and students, dealing with limit situations

international contacts New developments.

6: What do you like the most about yo	hur ioh?
	(3/3)
the international aspect of cooperation, the future technologies that will shape the sector, the environmental challenges, the new technologies not aeronautic-specific that will challenge the traditional way things are done in the sector	
Working on a challenging and demanding global sector	
It's dynamic and challenging.	
Creative thinking	
complexity you have to know every department expectation	
Interesting day-to-day situations Problem solving	
engaging environment, always having to solve challenging situations; work with people	
new challenges every day	
multi-disciplinarity & System approach	
work with people	
Each day is different.	
People	
Team work	
- Soft skills part of the training sector; - assessments activities	
Ever changing	

## Q7: What do you like the least about your job?

KAAT (1/3)

Nothing	burocracy
The politicians interference.	the night flights
pressure	Not having problems to solve (routine)
the roster	internal administration issues
Lack of crew meal	Bureaucracy
Poor planning ion aviation domain	Focus on compliance affects creativity sometimes
I do not have enough time to spend with my family and friends.	people with bad manners
	To continue
paperwork	Boring
shift work	zshs
bureaucracy and red tape	Disruptive schedule
stress	Emergency situations
The amount of hours and extra-hours.	The stress
Customer support	Not being fully involved in the design process (but this depends on being an external consultancy)
Administration	Extra shifts
some parts are really repetitive	distance between operative and management
	Incompreention and pax not polite.
Pressure when a bug lead a customer to not completely follow the regulation	The competitiveness aspects.
Burocracy and political agendas	Nothing in particular
some delay in awarding the projects by the manufacturers	To work 8 hours per day behind a computer, far from my house, with a low salary and few prospectives and certainties
Administration and lack of sufficient number of aviation lawyers	Legacy hurdles
Repetitive work (monthly statistics)	slow progress
time pressure	Difficult to measure progess that is made due to my efforts.
nothing	Notams
What i like the least about my job is the fact that it is a bit repetitive.	the connected administrative burden
The time are ready accounty just to the race are in 5 d bit repeative.	Disrupted scheduling
	Tiring hours, long duty days

## **Q7:** What do you like the least about your job?

KAAT (2/3)

КААТ

(3/3)

litical agendas impairing real change in our (European) air transport industry.	Low consideration we receive
urocracy	i don t like when legislation is modified too often
Unfortunately the industry is still driven by the occurrence of events, so it is still mainly reactive	THE FACT THAT MORE ENTITIES HAVE COMPETENCE TO ASSURING SECURITY ON AIRPORT
burocracy	Opportunity
the administrative burden	salary
The unreasonable pressures in training time that operator's put forward and the little interest they have in quality and effective training	Airport equipment operations.
Airport facilities	
The workload is very high	working in the office, accountancy
People don't believe we can forecast weather!	bureaucracy
Too many meetings.	I haven't figured it out yet
Finding money for research activities	I didn't think about it.
Regulation	everithing
would like to be given more responsabilities on research or studies axis and management	The lack of communication between departments (internally)
Sometimes you don't see the results	I have no idea
Nothing	Flights delayed
when there are overdue debts with suppliers	Not enought time to spend with the Cabin Crew to explain more aviation procedures and terminology
payroll	My manager
There's always something new you need to understand	Too much papers
can not say yet	Delayed flights
Time is wasted	that we don't have training for learning how to operate systems and to improve our skills that we don't have a performance evaluation system
do not like the stringent regulation the RPAS sector is submitted to and the fact that there is no mutual recognition of the Title between the EU countries. All this burocracy, in fact, risks to stop the development of this innovative field.	the time-consuming negociations to reach cooperation agreements
Not being able of giving an immediate response	n/a
Of uncertainty as to whether the solution is adequate	Paperwork
do not like the stringent regulations the RPAS sector is actually submitted to and the fact that, at present, there is still no mutual ecophition of the Titles between different EU countries. All this burocracy risks to stop the development of this interesting sector.	slow changes
The time it takes	Ad-hoc flights
Collaboration with the industry because most of the time is not done as it should be (most of the time the industry stays in research projects not for reaching the project objectives but for pursuing other interest)	odd hours, no break even on holidays, the fact that it is harder and harder to find people interested to work under stressful situations and with medium pay

## **Q7:** What do you like the least about your job?

salary 3ureaucracy Job is not very mind demanding To give negative feedback. In general, our employees do not perceive a feedback like a gift, but as a reprimand, something wrong aspects that may momentarily damage and unbalance the relationship.	stan nu	stuation
salary 3ureaucracy Job is not very mind demanding To give negative feedback. In general, our employees do not perceive a feedback like a gift, but as a reprimand, something wrong aspects that may momentarily damage and unbalance the relationship.	Little fle	xibility
Bureaucracy Job is not very mind demanding To give negative feedback. In general , our employees do not perceive a feedback like a gift, but as a reprimand, something wrong- aspects that may momentarily damage and unbalance the relationship.	stress	
Job is not very mind demanding To give negative feedback. In general , our employees do not perceive a feedback like a gift, but as a reprimand, something wrong- aspects that may momentarily damage and unbalance the relationship.	salary	
To give negative feedback. In general , our employees do not perceive a feedback like a gift, but as a reprimand, something wrong- aspects that may momentarily damage and unbalance the relationship.	Bureau	racy
aspects that may momentarily damage and unbalance the relationship.	Job is n	ot very mind demanding
Stress		
	Stress	





#### 9

2	Education and training (Q9-Q18) 909: What is the highest level of education you have completed or the highest degree you have received? 910: Which of the following best describes the field in which you received your highest educational qualification? 911: How relevant were the competences acquired during your education to your first role in the aviation sector? 912: Apart from your main educational qualification, what other specific or specialised certification/accreditation have you acquired, if any? 913: How helpful was the initial training you received from the organisation you work for when you started your 105? 914: How often do you receive training in the organisation you work for? 915: I am satisfied with the investment the organisation I work for makes in training and education. 916: In your opinion, who should be responsible for providing training in the following competence areas? 917: If you could choose, what new training courses or topics would you consider 918: Do you have a preference for how this training should be delivered?

**Q09:** What is the highest level of education you have completed or the highest degree you have received?







#### 11

#### **Q12:** Apart from your main educational qualification, what other KAAT specific or specialised certification/accreditation have you acquired, (1/2) if any?

ATA Fares an Ticketing	none
ighschool degree for telecommunications networks	None
Computer Science	Specialized aircraft type certification training and courses. Specialized regulation courses. Project management, leadership and innovation courses
tasic ATCO Training, Project management	first aid certificate,certificate for digital competences
graduated the Romanian Civil Aviation Academy.	EUROCONTROL Safety assessment
roject management at Stanford, 1A training	Self defense instructor
CAO / ACI International Airport Professional certification	Air traffic control certification
Drder of Engineers	postgraduate diploma in safety and health at work
inances (DESS) Business & Strategy (MBA)	Signal processing master
· · · · · · · · · · · · · · · · · · ·	No certification
Post graduate teaching certification	PM certificates, Strategy and Steering courses
AP - Electrician in aeronautics BAC pro - Electrician in aeronautics BTS - Technician in aeronautics	CPL/MEP/IR.
roject management	Flight Test Engineer Project Manager
lumerous trainings provided by EASA, IATA etc.	None
Lot of courses and seminars	Air Transport Pilot License
afety training, quality and environment management system, national legislation, practical training in client tools	None
lo	ATPL training and licence
nstructor and examiner	Comercial Pilot
specialised course in graphic design	I have participated in various training programmes of ACI.
one	Accreditation with EAAP
abin crew instructor, customer care trainer, CRM instructor.	Instructor & Auditor
	Not any
Comercial Pilot License	ATC - Instructor - Assessor - Inspector - Examiner - Trainer
	business focused trainnings and diplomas
	Aviation specific certification
	engeeniering
	none

### **Q12:** Apart from your main educational qualification, what other KAAT specific or specialised certification/accreditation have you acquired, if any?

Security. Safety. Handling	Contact Center Academy
Electronics	I don't have any
RPAS Theory Ground Course	CNFPA authorization; Financial advisory - master Trainer
Graduate in innovation and environment Certification in airport operations	π
English speaking	
Business	
Foreign languages	
Certification for Win-mentor Accounting program Certification for Human resources analyst	
It Security consultant and IT aduditor	
Autodesg 2014 designer	
Flying Instructor Certificate	
economics and law degree certified financial auditor personal development coach	
public procurement, risk management	
Certifications in aviation.	
n/a	
IATA - DG/ SMS ONLINE/ AVIATION BASIC PROCEDURES EUROPEAN STUDIES AND INTERNATIONAL RELATIONS	
European Funds Expert Reviewer	
Informatics certification	
A lot of specific aviation courses	
Informatics certification	
Carrier counselor	
digital disruption training, public-private partnership training, accounting training	
CSEP ( Certified Systems Engineering Professional ) from INCOSE	
specialised courses - reservation system, communication skills, management skills and similar	
Flight training as a part of university program	
trainer qualification commercial knowledge	
n/a	
Pilot license	

(2/2)











**Q17:** If you could choose, what new training courses or topics would you consider valuable/essential for your current occupation?

KAAT (1/2)

leteorology	Technical Purchases
nanagement training	Aviation Safety
System Engineering	Machine Learning and Data Science applied to aviation/air traffic management
Complex systems, systems of systems, resilience, cyber security, social and humanities, agile development, change management	learning linux
ales relative	Risk management
More time critical scenarios in sim sessions	I would like to have more training about the EASA new regulation and the way of participating to European Projects (applications,
First aid, recurrent training	reporting periods)
Stress management	Management of projects Leader of teams and management of time
office 365	Management
Statistical thinking	Enginering
Statistics	More first aid and emergency procedures training
isk and safety management resilience engineering in complex sociotechnical systems	Deep Description of IT application in aviation CUTE and CUPPS
audit of conformity in the field of security and health at work	Safety Training Courses
Sroup leadership Project development and management	Compliance Monitoring
How to apply semantic technologies for improved information exchange in the aviation sector	Recurrent Training
New technologies and digital revolution	financial planning and analysis
At my age: none anymore.	aviaton safety
Refreshment courses about updates on legislation	Human factors course and Leadership, management and planning course.
Thoughtful disagreement in a meritocracy	Passenger Proration, Airline Business Foundations, International Air Law
Pure engineering training and commercial/operations workshops to understand the impact of actions on the company	ABILITIES IN HANDLING PAX REQUESTS AND HANDLE DIFFERENT SITUATIONS THAT CAN ARISE AT WORK. DEVELOP OF COMMON SENSE TO BE USE AND BASED ON EXPERIENCE
Human Factors	Project manager
ione	Customer care
Fatigue efect in aviation	Customer care training
Principles of European Rulemaking Compliance Monitoring	communication and reporting, critical thinking and analysis, planing training for operator flight system
Dissemination and transfer of knoledge	Artificial intelligence, Machine Learning, Big Data
Aviation industry trends for the futur	Design for Safety Facilitation Interdisciplinary skills Life Cycle skill Concept Development and Experimentation
Foreign languages	e-commerce courses/academy
nanagement	Really don't know









17



**Q20:** To the extent of your knowledge, does the organisation you work KAMAT for collaborate with any higher education institutions?





**Q21:** Are there representatives of educational bodies in the organisation you work for in order to ensure the match between the competences and the requirements of the aviation industry?

(2/2)

If "YES", p	lease provide more information	
	to certain extend, it is not a universal law	
	We have a really well structured department around this area since we have deleguation from the regulation and we can have audits and we also have to audits our suppliers	
	some trainnes	
	Human Resources Technicians, Recruitment Technicians	
	Representatives from universities are involved in our strategic decisions e.g. Norwegian University of Science and Technology and University of Oslo	
	Partners working with University	
	But process if more bottom-up, training are provided according to the needs of the people from the company.	
	EuroUSC Italia is a SME. We discussed in the BoD which competencies are needed and how our colleagues could achieve them	
	This is mostly tackled as part of the contract bidding process.	
	People director sits in the board of directors	
	I work in a research lan that is attached to a high school	
	Our Senior Partner cooperate with some important training organizations in the field of aviation, like for example the JAA-TO	
	Exist a training department and every year did the analysis of training per worker is made	
	Training programs are coordinated with regulations and requirements.	

#### KAAT Q22: If so, in what way does the organisation you work for collaborate with educational institutions? (1/2)



### K-AAA Q22: If so, in what way does the organisation you work for collaborate with educational institutions?

#### If "other", please specify ...

I dont know
My company is in a partnership with ENAC school, to allow students to work on our software. We also teach some airlines process with the help of our software at ENAC school. We receive internship and we ask professors recommendations when we want to employ a upior engineer among graduated students. There were also similar partnerships with Engineering School of Geneva and EPFL in the past, not anymore active currently.
None
All of the above
they don't collaborate with educational institutions
All of the previous (except the last one).
I do not know.
see previous
combination of all of the above
Are there no representatives of educational bodies in the organisation I work for.
Not sure
I work in educational institution.
i don't Know

(2/2)







# **Q24:** Out of the following competences, how important do you feel they are for your current occupation within the aviation sector?

	<ul> <li>NOT IMPORTANT</li> </ul>	FAIRLY IMPORTANT	VERY IMPORTANT *	N/A *	TOTAL *	WEIGHTED _ AVERAGE		
Teamwork and collaboration	1.05% 1	4.21% 4	94.74% 90	0.00%	95	2.94	Teamwork and collaboration	
Interpersonal skills and service excellence	1.05% 1	15.79% 15	82.11% 78	1.05% 1	95	2.82	Interpersonal skills and	
Communication and reporting	1.05% 1	12.63% 12	86.32% 82	0.00% 0	95	2.85	Communication and reporting	
Leadership, management and planning	1.05% 1	23.16% 22	74.74% 71	1.05% 1	95	2.74	Leadership, management a	
Decision- making, safety and responsibility	2.11% 2	18.95% 18	76.84% 73	2.11% 2	95	2.76	Decision-making , safety and Compliance	
Compliance with regulations	5.26% 5	<b>17.89%</b> 17	73.68% 70	3.16% 3	95	2.71	Computance with	
Technical expertise	3.16% 3	29.47% 28	65.26% 62	2.11% 2	95	2.63	expertise	
Teaching, advising and coaching	6.32% 6	43.16% 41	48.42% 46	2.11% 2	95	2.43	Teaching, advising and	
Dealing with complexity and adaptability	0.00% 0	28.42% 27	71.58% 68	0.00% 0	95	2.72	Dealing with complexity a Critical	
Critical thinking and analysis	0.00%	24.21% 23	73.68% 70	2.11% 2	95	2.75	thinking and	2 3

KAAI



## **Q26:** In the next 10 years, do you think the importance of these competences will stay the same, increase or decrease?

•	WILL DECREASE *	WILL STAY THE SAME	WILL INCREASE	TOTAL *	WEIGHTED - AVERAGE		
<ul> <li>Teamwork and collaboration</li> </ul>	4,21% 4	38.95% 37	56.84% 54	95	2.53	Teamwork and collaboration	
<ul> <li>Interpersonal skills and service excellence</li> </ul>	5.26% 5	41.05% 39	53.68% 51	95	2.48	Interpersonal skills and	
<ul> <li>Communication and reporting</li> </ul>	4.21% 4	40.00% 38	55.79% 53	95	2.52	Communication and reporting	
<ul> <li>Leadership, management and planning</li> </ul>	5.26% 5	45.26% 43	49.47% 47	95	2.44	Leadership, management a	
<ul> <li>Decision- making, safety and responsibility</li> </ul>	3.16% 3	41.05% 39	55.79% 53	95	2,53	Decision-making , safety and Compliance	
<ul> <li>Compliance with regulations</li> </ul>	4,21% 4	44.21% 42	51.58% 49	95	2.47	Technical	
	7.37% 7	42.11% 40	50.53% 48	95	2.43	expertise	
<ul> <li>Teaching, advising and coaching</li> </ul>	10,53% 10	42.11% 40	47.37% 45	95	2.37	Teaching, advising and	
<ul> <li>Dealing with complexity and adaptability</li> </ul>	3.16% 3	32.63% 31	64.21% 61	95	2.61	Dealing with complexity a Critical	
<ul> <li>Critical thinking and analysis</li> </ul>	3.16% 3	40.00% 38	56,84% 54	95	2.54	thinking and	2 3

# **Q27:** Please list any other competences that you consider essential for your occupation.

(1/2)

KAAT

	sensitive to human thinking for management of people	Love for your own job
	Work under pressure	
	None	None.
	N/A	English language
	calm balance coherence honesty intelligence	Common sense
		intercultural communication and negotiation
	Aerospace Industry culture for all company members.	leadership, interpersonal skills, communication, technical experties
	Strategy	Networking / Stakeholder management
	Systems and automatics	N/A
	Creativity	Business development
	na	Regulatory understanding and implementation
	Knowlegde of applicable legal framework	empathy
		honesty and fairplay. Able to adapt to evolving situation and conditions
	Statistical methods	none that i can think of
	Computer knowledge	critical thinking
	none	patience
	thinking out of the box	Curiosity and Updating
	Awareness	Management of teams and time to execute the actions
	Most important is critical thinking and analysis skills	Awaerness of international devlopments
		Formation
	Abilità to link simulation and mesurements	Punctuality
	Multicultural aspects, virtual collaboration	n/a
	linguistic competence	english, airport security, aviation safety
	Multitasking	consulting activity
	Pay attention on details	l don't know.
	Resilience, risk assessment	I have no idea
	resilience, nsk assessment	COMMUNICATION, DECISION TAKEN, IMPROVE THE QUALITY OF THE CABIN CREW









# **Q29:** In your opinion, to what degree will the following changes and key technologies affect your current occupation in the aviation sector?



(1/2)

(2/2)

### KAAT Q30: Which occupations do you think are going to drastically change or disappear by 2030?

passenger handling	I do not know at which degree, but piloting and controlling aircraft will be affected by a drastic transformation				
Manual labour in some fields ( eg agricultural )	Non critical applications. "Button pushers" Field experts. High responsibility, yet simple task occupations.				
None. Many have been said to disappear already in the 1960ies which are still there, however in achnaged manner.	Not disappear, but change: service provision				
Many people will be affected by advanced technology.	Don't know				
	*				
those that can be easily superseded by technology/robots	I do not know.				
ground controller handling agent	Pilots				
N/A	None				
Low added value occupation	Business intelligence (will be embedded in each organizational unit) and communication related jobs (technology revolution).				
Systems Propulsion IT services around aeronautics Personnal mean of transport (automatic cars / drones cars / taxis)	In aviation there will still be more or less the same amount and types of occupation, as automation will take longer to replace the human (compared to road industry)				
Flight deck crew members. Post flight data ingest - Post flight check people. Flight Dispatchers.	secretaries will probably disappear				
lauver	Don't know				
lauyei	Airport Security, many terminal flow related activities due to automation stand allocation etc.				
•	Administrative careers where computers will take over.				
Manual work	air plane pilots, car drivers				
Documentation offices	generally "the archivist", in the aviation world, Pilots and Air Traffic Controllers will mainly change their roles and responsibilities				
First officer	pilots				
none	Check-in agents I don't now. I thing, the occupations with hands are going disappear				
Sales dept changing all to online	handling				
no idea	Cabin crew				
Painting	I don'i know				
Engineering, use of social science	air traffic controller pilots travel agents accountants paymasters				
any job that could be replaced by a computer or a machine	ramp handling operators				
reduced number of ATC sectors	None.				
	I have no idea				
Pilot, flight dispatcher, atco	CHECK-IN COUNTERS, PLANNING OF CABIN CREW ROSTERS,				

### KAAT Q30: Which occupations do you think are going to drastically change or disappear by 2030?

dministrative ocupations	
	where calculation is central (computers/Artiffical intelligence will do it better), activities not involving creativity, dge based activities (knowledge will become a comodity)
hose ones related to ad	ministrative roles or supporting functions
on't know	
aviation: maybe less pl	nysical work (baggage)
nything that can be take	n over by computes/robots
ader, check in agent	
anual handling, data pr	ocessing, BackOffice functions
anslators	
irline Crew merbers (PI	C, flight crew)
ight preparation engine	er
have no ideea	
lassic sales job	

<b>Q31:</b> What		
organisa	tion you work for in the next 10 years?	(1/2)
	Automation (industry 4.0) Staff	
	Considerable growth of the company and staff needed	
	None	
	N/A	
	VR managers, complex BD/sales staff, ancillary revenue developers	
	reputation manager	
	IT techs	
	Chief engineer of one Airbus program	
	Aircraft IT security managers. Operational research and IT algorithm experts. On ground pilots.	
	IT services	
	Some kind of subspecialisation for drones and their integration in ATM	
	Process management, BI and AI and machine learning experts, robot maintenance	
	fund offices	
	dont know	
	a department of trainers training future trainers	
	New IT related occupations	
	none.	
	Improving of use of new technologies	
	Virtual reality, AI	
	I don't think the company will create new positions in the next 10 years, since the organisational structure already coveres its necessities	
	Remote TWR operator	

# **Q31:** What new occupations do you expect will be created in the organisation you work for in the next 10 years?

KAAT (2/2)

I do not know, but management of traffic will increase its importance compared to control traffic	Same as in present				
None.	Some on the Safety Area and Data Operators.				
Positions related to automation and robot control	I have no idea				
	MORE INSTRUCTORS AND EXAMINERS FOR THE CABIN CREW				
In my organisation: I do not know,	operating high technology systems and offering maintenance				
safety managers	creative thinking activities, collaborative activities, multidisciplinary activities (mix of hard sciences and soft sciences), emotion-based				
None	management,				
web technologies and visualization, interface design for seamless office communication and technical collaboration	Cyber-security experts Safety Officers for Unmanned Systems Concept Developers Integrators Experts on integrative methods and tools				
Big data is already big, but there will be a greater and greater focus in it, especially in the high cost parts of the business (e.g. logistics);	Occupations dealing with digital technology				
augmented reality tools for engineers working with their hands on the aircraft	Really don't know				
recruitment of more IT security experts, AI experts, big data experts	n/a				
Don't know	no idea				
occupation dealing with analysis of big data for smoother operational processes and improvements in capacity bottlenecks	System analysts				
More focus on human factors	experts in informatics				
market analysts, organizational analysts, new flight pilots and technicians with different profile.	NONE				
surveillance occupations	e-documentation specialist				
No new occupations but many current occupations will change their role					
don't know	VR simulation				
Maybe someone dealing with new tools for the application of SORA (a new Operational Risk Assessment) methodology.					
Handling controllers					
I don't now					
system integrator					
aviation safety auditor					
virtual assistant media specialist business architect					

