



Are you passionate about aviation and interested in advancing your career within the regulatory sector?

The Civil Aviation Authority of the Cayman Islands (CAACI) is inviting applications for the position of:

Technical Officer

This is an exciting opportunity to launch a career with a respected aviation authority.

The Civil Aviation Authority of the Cayman Islands' mission is to ensure effective regulatory oversight for safety of the Cayman Islands civil aviation industry. We are seeking a motivated aviation professional who thrives in a collaborative environment and values opportunities to contribute to organizational initiatives, team development, and community engagement.

The Aviation Technical Officer position is based within the Air Safety Regulation (ASR) Division and provides administrative regulatory and technical support in the areas of aircraft operations and airworthiness. The successful candidate will work closely with internal teams and external stakeholders in a dynamic, collaborative environment.

This role is ideally suited to an aviation enthusiast seeking professional growth, meaningful work, and a healthy work-life balance.

Key Responsibilities

The successful candidate will, under appropriate supervision and direction:

- Assess applications and supporting documentation for the issuance of aviation licenses and certificates
- Prepare, review, and manage flight operations and airworthiness documentation for Cayman-registered aircraft
- Maintain accurate technical records, filing systems, and electronic databases
- Manage correspondence related to aircraft registration, oversight, and licensing
- Provide professional client support and problem resolution
- Participate in CAACI's risk management processes
- Perform other regulatory and administrative duties as required

Essential Qualifications (you must meet these qualifications)

- Minimum of five (5) high school subject passes, including Mathematics and English
- At least three (3) years' experience in an administrative or document management role
- Experience providing customer service to clients from diverse cultural and technical backgrounds
- Proficiency in Microsoft Office Products
- Strong organizational, analytical, communication, and teamwork skills

Desirable Qualifications

- Experience in database management
- Experience with Quality Management Systems and/or Safety Management Systems (SMS)
- Experience with RPAS (Remotely Piloted Aircraft Systems)
- Experience with Dangerous Goods shipping and receiving
- Experience in commercial or private air operations
- Experience with Aircraft Dispatch, Ground Handling, and Meteorology
- Administrative or document management experience within an aviation environment
- Knowledge of international aviation regulations
- Post-secondary qualification in Aviation Management or Aviation Safety
- Experience with regulatory auditing

The full job description can be found on <https://www.caacayman.com/about-us/jobs/>

Salary & Benefits:

Salary range is CI\$ 40,589.63-\$85,926.75 per annum, commensurate with experience and qualifications.

Benefits include contributory pension, 18 working days' vacation, 2 wellness days and comprehensive health insurance.

In addition to our benefits package the CAACI also offers training and professional development opportunities in specialized areas, a challenging and dynamic work environment that is rewarding and fulfilling, with the ability to become involved in team-building, social event planning and charitable initiatives of the CAACI.

Eligibility

This position is open to **Caymanians and Permanent Residents** who meet the essential qualifications. **This is an on-island, office-based role** requiring regular presence at the office. While **flexible working hours may be considered, remote or off-island work arrangements are not available** for this role. Applicants must clearly demonstrate how they meet the **essential and desirable qualifications** in their application.

Join our team and become a valued member of a respected statutory authority committed to ensuring aviation safety and developing efficient aviation solutions!

Applications should be submitted by 6 March 2026 to:

Civil Aviation Authority of the Cayman Islands
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P. O. Box 10277
Grand Cayman KY1-1003
CAYMAN ISLANDS
Email: careers@caacayman.com

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