



Rhode Island Airport Corporation

JOB POSTING PVN# 2016-25

Job Title: Air Service Development Analyst
Department: Air Service Development
Reports To: AVP - Air Service Development
Status: Non-union; Exempt

SUMMARY: Key member of the air service development team that is responsible for creating plans to increase air service and works closely with airlines to execute these plans. Responsible for performing a wide variety of air service analysis and research using industry data tools, statistics, and related information to assist in determining the feasibility of new routes and additional frequencies in existing markets.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. This position will assist, perform, or take the lead as appropriate. Other related duties may be assigned.

- Prepare reports and analyze data related to passenger and cargo carriers including, but not limited to:
 - Changes in air service, aircraft sizes, and market conditions for both passenger and cargo carriers.
 - Gate utilization information, peak traffic time reports and available seat statistics.
 - Air traffic reports, including total monthly passenger counts and load factors at PVD.
 - Air service history information at PVD.
 - Passenger demand using U.S. O&D data, BTS data, ARC data, IATA data, and MIDT data to determine potential new destination/or destination that may be in need of additional service.
 - Reports illustrating airline load factors, passenger demand, and market sizes.
 - Business cases to include cost estimates, forecasts, market stimulation, and pro forma profit and loss statements.
- Develop comprehensive plans for pursuing new air service.
- Design, write, and produce high quality materials and/or presentations to provide market updates and/or solicitations for air service.
- Work with air service consultants as necessary.
- Maintain air service incentives program.
- Work closely with marketing team to promote the Airport in domestic and international markets.
- Work closely with marketing team to coordinate new air service announcements and/or inaugural flight events.

- Trade show participation.
- Perform various other tasks as assigned.

SUPERVISORY RESPONSIBILITIES: N/A

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Knowledge of statistical analysis methods. Experience with quantitative and qualitative research methods.
- Familiarity with a wide range of data collection techniques and extracting information from airlines and other sources.
- Experience with advanced research techniques from a variety of sources, including US DOT statistics.
- Considerable computer skills required. Microsoft Office suite, in particular Word, Excel and Power Point.
- Experience with Diio or similar software a plus.
- Able to make public presentations and present air service marketing plans directly to air carriers.
- In addition to an understanding of the aviation industry, the employee must maintain a current understanding of the economics, business, trade, transportation, and politics of the region in order to effectively understand the driving factors behind air service.

EDUCATION/EXPERIENCE:

- Bachelors degree in statistics, business administration, aviation and/or marketing.
- Minimum two years in any of the above listed areas.
- Prior airline or airport experience a plus.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Travel to trade shows which could require long days on feet and set up of display booths and occasional heavy lifting.
- Walking throughout the terminal required.
- Travel to business and community meetings.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Climate controlled office environment.

TO APPLY:

MAIL: Rhode Island Airport Corporation
ATTN: Human Resources
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Warwick, RI 02886

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E-MAIL: resume@pvdairport.com

Equal Opportunity/Affirmative Action/Americans with Disabilities Act Employer with a strong commitment to diversity. Rhode Island Airport Corporation does not discriminate on the basis of gender, disability, race, age, ethnicity, sexual orientation, political affiliation, marital status, national origin, veteran's status, or religion.