

Name of Bureau/ Office	Air Navigation Bureau (ANB)
Area of assignment	Monitoring and Oversight (MO)
Location of assignment	HQ, Montreal
Reporting relationship	Deputy Director, Monitoring and Oversight (DD/MO); Chief Oversight Support Unit (C/OSU)
Duration of the assignment	6 months
Detailed description of assignment	<p>Under the supervision of the Deputy Director, Monitoring and Oversight (DD/MO); Chief Oversight Support Unit (C/OSU), the intern will be expected to:</p> <ul style="list-style-type: none">• Identify sources of viable and reliable data and information to support the State safety risk profile• Contribute to the identification of well-developed CAPs and consolidation of examples• Contribute to the development of short tutorials• Support the management of the OLF service desk• Create draft OLF FAQ questions and answers• Contribute to the development of user fora on social media
Educational requirements:	<p>At the time of application, candidates are required to have completed or be enrolled in a graduate degree programme (second-level university degree or higher) in a field of study related to disciplines such as: Communications, IT, Education, or Aviation related fields.</p> <p>For 1 – 2: Detail oriented a must, with good analytic skills. Background in aviation, analytics, and data sciences are desirable.</p> <p>For 3 – 6: Background / experience with communication strategies, social media utilization, user help / support, IT literate.</p> <ul style="list-style-type: none">• Applicants pursuing studies in countries where higher education is not divided into undergraduate and graduate stages should have completed at least four years of full-time studies at a university or equivalent institution towards the completion of a degree. <p>Language skills:</p> <ul style="list-style-type: none">• Essential requirements: Fluent reading, writing and speaking abilities in English.• Desirable requirements: A working knowledge of a second language of the Organization (Arabic, Chinese, French, Russian, or Spanish).