**Job title:** Senior Manager Materiel Management  
**Department:** Materiel Management  
**Location:** Dublin, Ireland  
**Reports to:** Vice President, Materiel Management

**JOB SUMMARY**  
The Materiel Management department is responsible for all aspects of the configuration management process for new (forward-order) aircraft and parts procurement required for transitioning (used) aircraft. Specific departmental responsibilities include program management, parts procurement, negotiation and selection of optional airframe features, airline relations, and vendor relations. The Materiel Management department plays a vital role in configuring aircraft: active involvement in the selection and negotiation of vendor products, configuring aircraft interiors, program management of BFE development, management of configuration changes, interpretation and negotiation of impacts to the lease agreements, negotiating General Terms Agreements, and managing excess inventory. The Senior Manager is responsible for configuration, negotiation, and procurement activities for airframe specification options and buyer furnished equipment for forward-order aircraft. The Senior Manager may also support configuration changes on transitioning aircraft. To succeed, the candidate must possess exceptional analytical, communication, and negotiation skills.

**ESSENTIAL FUNCTIONS**

### Client, vendor, and inter-department relationship management
- Configure, along with lessees and airframe manufacturers, the interior layout and airframe options for new aircraft
- Manage complex client, vendor, and manufacturer relationships  
  - develop new complex aircraft programs  
  - attend all configuration and Technical meetings for new aircraft programs – travel is required  
  - work with clients to establish configuration requirements and provide cost updates as requested  
  - communicate the impact of option and equipment selections, with respect to the lease terms (i.e. impact to budget, lease rate adjustment), to the client; ensure the client is in agreement with expenditures that exceed lease terms
- manage issues between the airframe manufacturer and vendor
- ensure equipment availability for target aircraft delivery dates
- Work with other departments to investigate and promptly resolve all identified problems

### Negotiations and cost analysis
- Evaluate and negotiate price proposals for major equipment (seats / galleys / entertainment)
- Identify offers that meet aircraft schedules and pricing objectives for new and used aircraft by reviewing quotes and lead-time information from suppliers
- Oversee the coordination and issuance of purchase orders required for new and used aircraft partnering with assigned Purchasing Assistants
- Negotiate General Terms Agreements with vendors
JOB REQUIREMENTS, QUALIFICATIONS, and COMPETENCIES

Educational/Experience
- Bachelor’s degree or equivalent; Master’s Degree in Business Administration or aviation-related field preferred
- At least 6 years related procurement and program management experience; experience at an airline, vendor, OEM or in the aircraft leasing industry preferred, but not required

Technical/Functional
- Able to skillfully negotiate in tough situations with both internal and external groups
- Superior verbal and written communication skills
- Strong analytical skills; ability to develop, enhance, and explain analytical assumptions and conclusions
- Knowledge and understanding of tags and certification requirements for various aircraft parts; working knowledge of Boeing and Airbus body types and interior design in relation to associated parts
- Clear understanding and knowledge of airworthiness requirements (FAA / EASA / CAAC) and compliance processes
- Knowledge of OEM and supplier industry as it applies to commercial aircraft
- Strong Microsoft Excel skills

Client Relationships
- Develop and foster key relationships with vendors and manufacturers
- Manage relationships with all AerCap departments
- Communicate complex analyses easily
- Work well both independently and as part of a team
- Develop strong working relationships with Leasing, Technical, and Engineering Department
- Serve as a mentor to Purchasing Assistants

COMPETENCIES
- International travel required
- Detail-oriented, organized, and able to handle multiple priorities and deadlines simultaneously
- Extraordinary attention to overall quality of the final product; able to prepare Board quality presentations
- Flexible, self-starting, and tenacious with an exceptional aptitude for dealing with ambiguity
- Work well under pressure, with a professional demeanor
- Exercise humility and openness to new ideas