Job Description

All for equipping teams to excel.

Training Centre Operations at CAE lies at the heart of our commitment to training excellence across Civil Aviation and Defense & Security. As part of this team, you’ll develop and provide training, continually enhance program quality, and ensure seamless operations and service excellence, empowering air traffic controllers, pilots, aircrew, and mission-critical teams to excel when it matters most. Behind the scenes, you play a vital role in equipping them with the skills and readiness they need to succeed—through every moment, milestone, and mission. With a team that values growth, collaboration, and a shared sense of purpose, CAE offers a dynamic environment where your contributions to training create a lasting impact on the future of safety and readiness worldwide.

In this role, the**Air Traffic Services Instructor**will be responsible for the delivery of classroom and simulator based instruction of the generic initial ATC or FSS training programs, in accordance with the appropriate regulatory and customer requirements.

**Responsibilities will include, but are not limited to:**

* Conduct classroom training and simulator briefings in a thorough, professional manner and in accordance with CAE standards.
* Conduct each simulator session in accordance with the customers’ Standard Operating Procedures (SOP’s).
* Act as invigilator for theoretical examinations, simulator examinations, and progress checks.
* Complete the appropriate client training records accurately and comprehensively to ensure client understanding and a seamless handover to other instructors.
* Recommend, where necessary, remedial training for a client who is not meeting the required training progress.
* Record simulator usage and discrepancies using the appropriate procedures.
* Participate in update or refresher training on ATS or instructional principles as required.
* Act as subject matter expert in the continuous improvement of curricula, courseware, and training processes.

**Qualifications**

* Successfully complete the relevant minimum qualification and experience requirements approved by Transport Canada to act as an Air Traffic Service Instructor prior to delivering ATS content.
* A working knowledge of Transport Canada Air Traffic Control regulations.
* A minimum of 3 years experience in an Air Traffic Services operational position
* A passion for training and fostering talent
* Excellent interpersonal and communication skills.
* Ability to maintain strong customer orientation under adverse circumstances.
* Strong focus on quality with a continuous drive towards process improvement & customer satisfaction.
* Ability to concentrate and work in a fast paced environment.
* Readily accept changes and adjust accordingly.
* Fluent in English and /or French (Instructors will be teaching in English and / or French depending on language proficiency).

**An ideal candidate has:**

* Prior experience working as a Flight Service Specialist, Tower Controller or Instrument Flight Rules Controller in Canada
* Prior experience working as an instructor
* Holds an existing instructor qualification issued by a Regulatory Authority

**CAE offers:**

* Very little travel – you’ll be YUL based
* State-of-the-art tools;
* Multidisciplinary and multicultural teams;
* A positive work atmosphere;
* A collaborative work environment;
* A dynamic and innovative environment;

Come share your passion with us!

**Check out the press release link to the partnership between NAV Canada and CAE** :

https://www.cae.com/news-events/press-releases/nav-canada-and-cae-form-partnership-to-train-air-traffic-controllers-and-flight-service-specialists

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Hashtags: #CAE; #CAEpilot

Read our [FY24 Global Annual Activity and Sustainability Report](https://www.cae.com/media/documents/FY24_Global_Annual_Activity_and_Sustainability_Report_-_EN.pdf).