

# Jet Aviation *Staffing, LLC*





# The *artisans* of aviation

## Services include:

- Permanent Placement
- Temporary Placement
- Payroll Services

## Jet Aviation Staffing

Our mission is to identify, recruit and place the most qualified candidates worldwide. We pride ourselves on being a respected industry leader in global business aviation staffing services, providing the most qualified aviation personnel.

With over 35 years of experience, we offer a full range of staffing solutions to best meet your needs. Our recruiting services focus on the business aviation sector and also include experience to recruit for technical, operations, sales, executive and other non-flying disciplines.

Finding the right fit for your company's culture is vital, and you can rely on our expertise to offer a personalized search, understanding your exact needs and required key technical qualifications to source the right talent.



# *Permanent Placement*



## **We provide:**

- Personalized searches and customized recruiting strategies
- A streamlined process handling the most time-consuming parts of the hiring process
- A partnership with key stakeholders
- Candidate management
- Resource optimization, freeing your internal teams to focus on other business needs
- Expanded talent pipeline for existing and future searches

# Our process



## *Our guarantee to you*

We believe that our process will find the right candidate for your company. We are committed to, and take pride in, providing you with a personalized search to source the right candidate.





## *Equal opportunity employer*

### **Jet Aviation Staffing is an equal opportunity employer**

We recruit, hire, train and promote persons for all positions and all job classifications without regard to race, color, religion, gender, national origin, genetic information, age, disability, protected veteran status, sexual orientation, gender identity, pay secrecy, or any other status legally recognized under federal, state or local laws.

# Temporary Staffing

At Jet Aviation Staffing, one of our most sought-after services is temporary placement to help manage your current temporary staff and source highly qualified professionals to include talented flight crew, hourly employees, administrative personnel and other non-flight crew positions.

Using our powerful digital platform, we are able to provide quick, efficient crew sourcing, trip administration and weekly payments. Crew can maximize work, access discounted training, store documentation and receive pay with ease.

Our team is here to be your helping hand. When you need temporary personnel, reach out to us to make the process simple and easy.

## Temporary Staffing services include:

- Aircraft liability insurance
- Record and credentialing management
- 24/7/365 operations
- Customized staffing solutions
- FAA DOT/NON DOT program management by request
- Employee benefits
  - Weekly pay
  - Workman's compensation insurance
  - W2 processing
  - State and federal withholdings and tax management
  - Management of state-specific employment mandates



# Payroll Services

Jet Aviation Staffing can perform as an extension of your team assisting with payroll solutions to keep your operations running smoothly and easily.

Jet Aviation Staffing can partner with your operations teams to help manage the following tasks:

- Talent sourcing
- Bi-weekly pay
- Benefit administration and expense processing
- Workman's compensation
- Federal and state tax compliance
- Liability and unemployment insurances
- Background checks
- Drug testing

By working with Jet Aviation Staffing, you will retain on-site supervision of your employees while we handle the employer relations.

Our comprehensive benefit package includes:

- Medical, dental, vision and prescription insurance
- Employer (Jet Aviation) matching 401K plan (optional)
- Disability insurance
- Life insurance & accidental death and dismemberment insurance
- Health savings account
- Flexible spending account
- Global Response Center
- Employee assistance program
- Paid vacation time

Jet Aviation Staffing will also conduct pre-employment background and drug tests that include:

- National, state and international criminal checks
- Department of Motor Vehicle and Social Security check
- Credit report check
- Employment verifications
- Education verification
- Social media search
- Pre-employment drug test
- FAA DOT/NON DOT program management by request



