

RIAN GALLAGHER

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A resourceful and thorough individual with 17 years experience gained in the Airline business. Hardworking and self-motivated person with the ability to take the initiative and solve problems quickly. Pays excellent attention to detail. Strong written and oral communicator. Proven analytical and problem solving ability. Flexible, client focused and innovative.

CAREER HISTORY

Aer Lingus	1998-2015
Flight Operations Library Specialist	2001-2015

- Ensured all 8 sets of manuals were correctly up to date in the cockpit for the IAA or SAFA audits.
- Replaced and revised all manuals in the ships library (cockpit) – the A330, A320 and A321 aircraft with each of their different manuals.
- Manuals for revision included FCOMs (7), QRHs (2) and MELs (2), and other sets.
- Received revisions for these manuals weekly for the fleet of 35 aircraft from the Aer Lingus Technical Library.
- Rolled out the monthly Airac and the bi weekly revisions which were completed against a tight timeframe of 4 days.
- Worked as part of a team of 5 Specialist Librarians on a 3 shift pattern and covered the duties of other Librarians in times of absence.
- Obtained a clean audit report from Vistair and Jeppesen following audits of the Dublin Operation. Areas of increased cooperation were highlighted and agreed.
- Securely disposed of out of date aviation material.
- Trained 15 new hires in all aspects of flight operations specialists
- Achieved 100% on time dispatch even delivering charts to the cockpit as required.
- Acted as a member of the Emergency Response Team delivering key manuals to Hangar 6 in response to an incident

Operations Schedules officer	1999-2000
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- Collated information on the flight documents from departures on the previous day.
- Prepared detailed daily reports and checks on delays and schedule issues.
- Provided analysis of matters relating to Deviations (differences in the schedule from the norm) occurring every day.

Personal Assistant	1998-1999
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- Personal assistant to the Head of the IT department
- Produced the monthly report for all the IT departments a total of 180 staff.
- Ordered specialist stationery for the line printers and ensured all other machinery was working effectively
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Company	1995-1996
Freelance Journalist	

- Wrote articles on the OJ Simpson Trial, The Camera in the Courtroom and the Jury selection process and the importance of a jury to the Judicial System.
- Wrote articles on Northern Ireland Issues and other legal issues.

Company	1990 - 1995
Working in hospitality industry	

EDUCATION AND TRAINING

Course	College/Institution	Year
Law Degree	Griffith College	present
Certificate in Training and Assessment	Aer Lingus	2014
Occupational First Aid	FETAC Level 6/Aer Lingus	2012
Information Technology	FETAC Level 3&4/Aer Lingus	2011
Manual Handling	Aer Lingus	2007
Information Technology	NCVA Level II	1997
Business Secretarial Course	NCVA Level II	1996
Part qualified English Law degree	University of London	1990
Leaving Certificate	St Louis Secondary School County Monaghan	1989

PERSONAL DETAILS

Health:	Walking, gardening
Leisure Interests:	Theatre, both plays and musicals and Cinema
Other:	I have ran the marathon for FOCUS and IWA and have raised €2,500 to date.