



*AeroPersonnel*

*Corporate Highlights*



For more information contact Andre Allard: [andre@aeropersonnel.com](mailto:andre@aeropersonnel.com)

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## **AeroPersonnel Corporate Highlights**

### **History**

AeroPersonnel Global is a personnel agency dedicated to aviation professionals. In operation since December 1997, the company was incorporated in June 2002. AeroPersonnel is based in Montreal, Canada.

AeroPersonnel was founded by Andre Allard, a veteran of the Canadian Aviation Industry. Mr. Allard is still to this day successfully managing the company and has taken it to its current position as a world class aviation personnel agency.

Its operations have grown from servicing mostly Canadian companies to a customer base that is now worldwide. Its candidate sourcing is also global in reach.

It has demonstrated its capabilities to service customers anywhere in the world providing them with highly qualified candidates coming from any regions of the globe. In a similar fashion, it has helped hundreds of candidates find employment around the world and has supported them during their recruitment and employment period.

AeroPersonnel is present in China since March 2007. It has established a network of local representatives to support its customers and pilots in Beijing, Chengdu, Guangzhou, Hangzhou, Shanghai and Xiamen. It puts in place support personnel wherever it has a sufficient number of pilots.

### **Corporate Mission**

AeroPersonnel corporate mission is about people and for people in aviation and aerospace.

- To offer unique services in Aviation Personnel Search and Recruitment at all levels, in order to assist clients to fill vacant positions with efficiency at competitive pricing.
- To maintain effective relations with clients Human Resources Department and help them fill their requirements efficiently.
- To guide and help candidates in finding employment that offers them the best fit to their professional profile.
- To support candidates throughout their recruitment process and to assist them during their period of service.
- To be a bridge between clients and candidates to mediate relations between them as necessary.

### **Staffing Services**

In the aviation industry, the quality of the work force is of paramount importance. Lives can depend on it. For that reason, personnel recruitment and hiring in this highly technical sector is a crucial process.

AeroPersonnel specializes in the recruitment, selection and hiring of permanent and temporary personnel in all aeronautical professions and trades for organizations large and small. It can provide the following services, either as a total package or as individual services as required.

- Worldwide candidate search;
- Candidate pre-selection in accordance to customer requirements;
- Candidate screening assistance at clients location or other outside locations;
- Candidate final selection assistance (in cooperation with clients);
- Candidate travel coordination;
- Visa issuance process assistance;
- Candidate screening, induction and in service support;

On demand optional services include:

- Background checks

- Auditing of references,
- Drug testing (7 panels);
- Recurrent training and testing for pilots;

Candidate provisioning can be completed on direct employment basis or on a leasing basis.

AeroPersonnel also offers outplacement services to assist airlines that need to reduce their flight crew staffing either on a temporary or permanent basis by providing privileged access to well remunerated employment for their surplus personnel on other airline labor markets around the World.

### **Candidates Support Services**

Through its network of local representatives, AeroPersonnel provides in-country support to its candidates. This ranges from candidate's assistance during screening sessions, induction support when reporting for work and to candidate assistance throughout the period of service.

Candidate support is an essential service for expat pilots. This is especially so in the case of China where communications can be difficult due to major linguistic and cultural differences. In its more than ten years of presence in China, AeroPersonnel has developed a support network to assist its candidates in China starting with the screening process to the induction process and to the last day of their period of service in China.

These support services include:

#### **Candidate Screening Assistance**

AeroPersonnel representatives will be at the airport on the date of candidate arrival in China for screening. They personally escort candidates every day of their screening process. This include:

- Airport pick-up,
- Hotel check-in,
- Escort candidates to the CAAC medical hospital for the medical examination,
- Escort candidates to the CAAC testing center for the written exam,
- Escort candidates to the training center for the simulator assessments,
- Time permitting, arrange for rental apartment visits and mini city tours when screening takes place in base city,
- Escort to any other required locations during the screening,
- Cover the cost of ground transportation during the screening when not provided by airline,
- Airport return.

#### **Candidate Induction Assistance including:**

- Airport pick-up,
- Hotel check-in,
- Escort candidates to airline offices
- Escort and assist candidates through the immigration process
- The search for lodging accommodations,
- Locating Chinese medical services,
- Identifying general services available to the residents of China;
- Locating general and specialized stores,
- Providing general assistance to make candidates arrival in China as smooth and agreeable as possible,
- Familiarization to Chinese customs and laws,

### Candidates in Service Assistance

AeroPersonnel will assist candidates by providing information and assistance with:

- Medical, financial and legal issues,
- Personal and family counseling,
- Any other Crew Member issues that would require personnel assistance.

### Aircraft Flight Services

AeroPersonnel can also provide on demand aircraft flight services encompassing the following:

#### Ferry Flights

- Delivery flights
- Maintenance positioning flights
- Repossession flights

#### Test Flights

- Acceptance flight tests
- Aircraft return flight tests
- Post maintenance flight tests
- Aircraft airworthiness status monitoring flight tests
- Customer flight crew monitoring flights

### Resources

#### Specialized Recruitment Personnel

AeroPersonnel employs personnel who have a strong background in aviation. This is the case of all the current employees. AeroPersonnel employs a combination of full time recruiters and part-time recruiters (on a mandate by mandate basis). The recruitment capabilities of AeroPersonnel can be quickly scaled to easily handle recruitment demand.

Given the necessity to work with and reach customers and candidates in various areas of the World, across several time zones, AeroPersonnel recruiters work from their home office. This lets our recruiters adjust their work schedule to match their customers' and candidates' time zone. These home offices are equipped by AeroPersonnel with up to date computers and communications equipment to let them work quickly and efficiently with candidates and customers alike.

Recruiters are supported by staff providing operational recruitment support. Operations personnel also provide the normal office and administrative support functions.

#### Automated Computerized Recruitment Management System

AeroPersonnel has developed a unique and highly sophisticated computerized recruitment management system. This system automates the relationship between AeroPersonnel and its candidates. In the same fashion, it also automates its relationship with its customers. Very importantly as well, in the case of aviation technical personnel (pilots and technicians), it automates the collection, tracking and filing of the numerous support documents such as licenses, ratings, medical certificate, etc...

This computerized system permits AeroPersonnel to efficiently and quickly manage and track the candidates at each step of the whole recruitment process. It significantly leverages the efficiency of AeroPersonnel's recruitment team, reducing the time needed to fulfill its recruitment mandates.

It also provides access for candidates to upload their CVs and various aviation documents and to keep them up to date by accessing the system at will. Indeed, candidates can access their file wherever they can connect to the Internet. They can download and print their documents at will whatever their location is.

**Management Team**

- Andre Allard, President CEO, Montreal, Canada (see biographical notes below)
- Anthony (Tony) Mckenzie, Director Recruitment Operations, Montreal, Canada
- Zhao (Charles) Wang, Director Finance and Administration, Montreal, Canada
- Tony Liu, Director Operations China, Shanghai, China
- Josée Laroche, Manager, Airline Recruitment
- Claude Hamel, Manager, Operation Support

**International Agents**

- Capt. Luiz Barros, Sao Paulo, Brazil
- Capt. Igor Pivnitskiy, Moscow, Russian Federation
- Capt. Mike Jamieson, Merseyside, United Kingdom
- BNP Aviation, Johannesburg, South Africa
- Cognitive Technologies & Services, Trecastagni, Italy

**Customers**

Here is a list of past and current customers in alphabetical order:

- |                                     |              |                      |
|-------------------------------------|--------------|----------------------|
| • Aero Link                         | Toronto      | Canada               |
| • Air ALM                           | Curaçao      | Netherlands Antilles |
| • Air Arabia                        | Sharjah      | UAE                  |
| • Air Canada                        | Montreal     | Canada               |
| • Air Deccan                        | Bangalore    | India                |
| • Air Satellite                     | Baie Comeau, | Canada               |
| • Amphibico                         | Montreal     | Canada               |
| • Bahrain Air                       | Bahrain      | Bahrain              |
| • Barrick Gold (Tanzania Ops)       | Toronto      | Canada               |
| • Base Airlines                     | Eindhoven    | Netherlands          |
| • Beijing Capital Airlines          | Beijing      | China                |
| • Caribbean Star Airlines           | Coolidge     | Antigua              |
| • China Eastern Wuhan Airlines      | Wuhan        | China                |
| • China Southern Airlines           | Guangzhou    | China                |
| • Canadian National Research Center | Ottawa       | Canada               |
| • CR Airways                        | Hong Kong    | SAR Hong Kong China  |
| • Debonair Airways                  | Luton        | England              |
| • Efata Airlines                    | Djakarta     | Indonesia            |
| • Eli-Fly                           | Brescia      | Italy                |
| • EPAL Aviation                     | Mumbai       | India                |
| • Essar Aviation                    | Mumbai       | India                |
| • Ethiopian Airlines                | Addis Ababa  | Ethiopia             |
| • GoAir                             | Mumbai       | India                |
| • HeavyLift Airlines                | Sharjah      | UAE                  |
| • Himalaya Airlines                 | Kathmandu    | Nepal                |
| • IndiGo Airlines                   | New Delhi    | India                |

• Investment Entreprises	Jeddah	Saudi Arabia
• Jet Airways	Mumbai	India
• JetLite	New Delhi	India
• Kahama Mining	Dar Es Salaam	Tanzania
• KLM Exel	Maastricht	Netherlands
• KVAERNER QTC	Montreal,	Canada
• N.A.S.	Jehda	Saudi Arabia
• NordTech Aerospace	Quebec City	Canada
• Norigen Communication	Montreal,	Canada
• Orca Air	Cairo	Egypt
• ORNGE	Toronto	Canada
• Okay Airways	Tianjin	China
• Pennouile PolyServices	Toulouse	France
• Qatar Airways	Doha	Qatar
• Reynolds Metals	Toronto	Canada
• Rizon Jet	Doha	Qatar
• Royal Aviation	Montreal	Canada
• SAMA	Jeddah	Saudi Arabia
• Saudi Aramco	Dammam	Saudi Arabia
• Saudi Bin Laden Group	Jeddah	Saudi Arabia
• SIM AeroTraining	Dinard	France
• Sichuan Airlines	Chengdu	China
• SkyEurope	Bratislava	Slovakia
• SpiceJet	New Delhi	India
• Spring Airlines	Shanghai	China
• Structures Breton	St Bruno	Canada
• TACV Cape Verde	Praia	Cape Verde
• Therapex	Montréal	Canada
• Thomson Airways	Luton	UK
• Trans Capital Airlines	Toronto	Canada
• Ultravia International	Gatineau	Canada
• Viva Macau Airlines	Macau	SAR Macau China
• Western Airline Express	Vancouver	Canada
• Xiamen Airlines	Xiamen	China

With its global reach, AeroPersonnel can service airlines and aviation organizations around the world.

## **Contact information**

Andre Allard  
President  
AeroPersonnel Global Inc.  
4850 Cote-des-Neiges, Suite 2002  
Montreal QC Canada H3V 1G5

Web site: [www.aeropersonnel.com](http://www.aeropersonnel.com)

Office:	+1-514-340-7222
Toll Free North America:	+1-888-680-3737
Facsimile Worldwide:	+1-514-340-7228
Mobile Worldwide:	+1-514-979-7322
Mobile China:	+86-150-2137-3426
Skype:	andreallard0001
WeChat:	Andre Allard
WhatsApp:	15149797322
Email:	<a href="mailto:andre@aeropersonnel.com">andre@aeropersonnel.com</a>

## **Biographical Notes**

### **André Allard**

André Allard is the sole shareholder and president of AeroPersonnel Global Inc.

During his career, he has held many positions of responsibility in Civil Aviation:

- Co-Founder, President and COO, NordTech Aerospace;
- Founder of AeroPersonnel;
- President, Compagnie générale d'Aviation;
- President, Air Alpha Inc.;
- Owner-founder, Andral Technologies;
- Regional Manager, Airline Sales, British Aerospace;
- Vice President, Marketing and Sales, Quebec Aviation;
- Vice President, Commercial Operations, Quebec Aviation;
- Founding President, Avions Ultra-légers Allard Ltée;
- Director, Flight Training Division, Quebec Aviation;
- Chief Flight Instructor, Flight Training Division, Quebec Aviation;
- Director of Operations, Aviation Nord;
- Technical and Executive Director, Quebec Parachute Federation;
- Founding President, Para-Centre Québec-Ste Croix;
- Chief Pilot, Centre Aéronautique de St André Avelin.

He also has supported many organizations involved the aeronautical sector:

- President, National Professional Pilot Corporation of Canada;
- Vice President, Association des Gens de l'Air du Québec;
- Member of the Organizing Committee, Festival Aérien de Québec;
- President, Air Transport Committee of the Metropolitan Quebec Chamber of Commerce and Industry;
- Member of the Board, Les Ailes Québécoises, initially as Vice-President then as Secretary;
- Founding President, Fédération de Vol à Moteur du Québec;
- Co-founder, Festival Aéronautique d'Alma;
- Member of the Board, Association des Gens de l'Air du Québec;
- Founding President, Section Sports Aériens, Association des Gens de l'Air du Québec
- President, Quebec Parachute Federation;
- Vice-President, Quebec Parachute Federation;
- Member of the Quebec Council of the Canadian Sport Parachuting Association;
- Regular contributor, Aviation Québec Magazine;
- Co-host of an aviation radio show aired by the radio station CHOI-FM in Quebec City.