
Position Description

Vacancy Title: **Aviation Infrastructure Sustainability Specialist**

Location: **Nadi**

Reports To: **Director Projects**

Objective

The Aviation Infrastructure Sustainability Specialist is responsible for leading project-based sustainability initiatives across airport development projects, ensuring alignment with international environmental standards and best practices. The role spearheads the EDGE certification process and works closely with multidisciplinary design and delivery teams to integrate sustainable practices throughout planning, design, and execution phases. The specialist serves as the central point of contact for all sustainability-related activities, ensuring that projects meet environmental objectives, enhance long-term operational efficiency, and maintain regulatory compliance. This role reports to the Director Projects.

Outcomes

Organisational Stakeholders

1. Project Management & Integration

- Sustainability principles are fully integrated across all project phases design, planning, implementation, and close-out resulting in environmentally and socially responsible project outcomes.
- Projects achieve measurable sustainability performance by embedding clear milestones, KPIs, and reporting requirements within charters, schedules, budgets, and risk registers in collaboration with PMO teams.
- PMO projects are effectively supported through streamlined programmatic and administrative coordination, contributing to timely delivery and improved overall project performance.

2. Strategy and Planning

- Sustainability initiatives across all airport development projects are aligned with organisational objectives, master-planning priorities, and international best practices through strong leadership and coordinated action.
- A comprehensive sustainability roadmap is maintained, clearly outlining priorities, timelines, milestones, and performance indicators to guide sustainable airport development.
- Short, medium, and long-term sustainability strategies, policies, standards, and objectives are effectively embedded across airport functions, strengthening organisation-wide integration of sustainability.
- Airport sustainability strategies and project initiatives remain aligned with national and international commitments such as Net Zero GHG targets, climate-resilience goals, and aviation sector frameworks (ICAO, ACI) supporting continued compliance and global leadership.
- Sustainability and climate considerations are integrated into early-stage planning, feasibility studies, business cases, and investment decisions, ensuring resilient and future-focused project outcomes.
- Scenario analysis, benchmarking, and gap assessments inform decision-making by identifying key risks, opportunities, and pathways needed to achieve sustainability targets.

3. Data Analysis and Reporting

- Environmental and operational performance outcomes are tracked effectively through the collection, analysis, and documentation of data aligned with sustainability metrics.
- Carbon Accreditation requirements are met through accurate data management and continuous monitoring of emissions-related performance.
- Timely and accurate sustainability reporting is achieved by ensuring project teams, consultants, and service providers provide the required data and inputs.

4. Compliance and Risk Management

-
- Non-compliance issues are resolved effectively through documented corrective actions that strengthen overall environmental and sustainability performance.
 - Projects and operations consistently meet local, federal, and industry environmental regulations, ensuring full regulatory compliance.
 - Sustainability-related risks across all projects are proactively identified and mitigated, reducing potential environmental, climate, regulatory, and ESG impacts.
 - PMO governance, project controls, and approval processes fully integrate sustainability and environmental compliance requirements, enhancing decision-making and oversight.
 - Sustainability, climate, regulatory, environmental, and ESG risks across airport capital projects and operational initiatives are systematically identified, assessed, and managed to protect organisational resilience.
 - Project risk registers, mitigation plans, and change-management processes incorporate sustainability and climate-related risks, improving preparedness and long-term project outcomes.
 - Periodic audits and gap analyses strengthen compliance by identifying deficiencies and enabling timely corrective actions.
-

5. Initiative Implementation

- Progress toward Sustainable Aviation Fuel (SAF) adoption is advanced through coordinated initiatives that support cleaner aviation operations.
 - Airport decarbonisation and fleet electrification goals are strengthened through the development of electric vehicle charging infrastructure.
 - Waste reduction and resource recovery outcomes are improved through the implementation of effective waste-management and recycling initiatives.
 - Energy consumption and emissions are reduced through energy-efficiency measures and renewable-energy projects that enhance operational sustainability.
 - Airport resilience to climate impacts is enhanced through comprehensive climate-adaptation and resilience planning.
 - Material reuse, recycling, and responsible-disposal practices contribute to lower environmental impact and improved circular-economy outcomes.
-

6. Stakeholder Engagement and Communication

- A strong culture of sustainability is fostered across the organisation through effective training programs and awareness initiatives.
 - Sustainability objectives are consistently integrated into airport capital projects and operational initiatives through active engagement with internal and external stakeholders.
 - Project teams and stakeholders remain aligned and informed through clear, timely, and consistent communication of sustainability goals, targets, and performance outcomes.
 - Continuous improvement is supported through the collection and consolidation of stakeholder feedback on sustainability performance, risks, and opportunities.
 - Sustainability-related queries, information requests, and disclosures are addressed accurately and efficiently through coordinated collaboration with relevant departments.
-

7. Quality Assurance

- High-quality project deliverables are achieved through thorough reviews that ensure alignment with sustainability expectations and project requirements.
 - Sustainability and project-management excellence are strengthened by the promotion of best-practice approaches across all project teams.
 - Consistent implementation of sustainability standards and requirements is ensured through established and applied quality-assurance processes across all PMO-managed projects.
 - Project documentation, designs, reports, and submissions meet approved sustainability policies, environmental standards, and methodologies through rigorous compliance verification.
 - Internal and external reporting is strengthened by verifying the accuracy, completeness, and consistency of sustainability data, KPIs, and performance outputs.
 - PMO and project teams benefit from standardised tools through the development and maintenance of sustainability QA checklists, templates, and guidance materials.
 - A culture of quality, accountability, and continuous improvement in sustainability delivery is reinforced across all airport projects.
-

8. Certifications and Awards

- Airport projects achieve recognised sustainability certifications such as EDGE, LEED, or equivalent through coordinated certification efforts that meet required environmental and performance standards.
- The airport secures industry recognition, including ACI Green Airports Awards, by demonstrating exemplary sustainability performance and continuous improvement.
- Comprehensive and accurate records of sustainability measures across all projects are maintained, ensuring transparency, traceability, and readiness for audits or certification reviews.
- All required sustainability documentation covering EDGE, LEED, ICAO compliance and related frameworks is compiled to meet certification and regulatory expectations.
- Certification bodies receive complete and timely submissions, enabling smooth assessment and preventing delays in certification processes.
- Certification progress and regulatory approvals for all projects are closely monitored, ensuring milestones are met and compliance is maintained throughout the project lifecycle.

Product's Stakeholders

1. Key Challenges/Decisions/ Success Factors

- Sustainability objectives are consistently achieved across multiple complex airport development projects while balancing cost, schedule, operational demands, and long-term environmental performance.
- Sustainable design and construction practices are effectively integrated across multidisciplinary teams by influencing decisions and aligning stakeholders, even without direct authority.
- Projects maintain strong compliance with international environmental standards, local regulations, and corporate sustainability policies, despite fast-paced and evolving project conditions.
- Sustainability initiatives are prioritised effectively, with resources allocated and risks mitigated to deliver optimal environmental and operational outcomes—even in situations with limited or evolving information.
- Sustainability performance is transparently monitored and reported, with gaps addressed and continuous improvement embedded throughout all project lifecycles.
- Technical excellence in sustainable aviation infrastructure including adherence to certification frameworks such as EDGE—supports the delivery of high-performance, low-impact airport developments.
- Stakeholder engagement and communication efforts successfully influence project teams, contractors, and regulators, ensuring alignment with sustainability goals and compliance requirements.
- Sustainability risks and opportunities are proactively identified, enabling the implementation of practical solutions that strengthen operational efficiency and enhance long-term environmental performance.
- Shifts in project scope, technology, or regulatory requirements are managed effectively, ensuring sustainability objectives remain on track despite changing conditions.

Responsibilities - Key Competencies

Competence	Description
------------	-------------

Business

Strategic Development	Establish the strategic direction and steer the organisation towards its goals
Business Performance	Manage the performance of the organisation.
Risk Management	Analyse and manage risk.
Planning	Deliver results by developing, reviewing or following a work plan, action plan or operational plan.
Resource Management	Deliver results through the efficient and effective allocation and use of supplies , equipment and people.
Systems and Procedures	Develop and/or apply procedures to assist the organisation achieve its goals.
Information Analysis	Make informed decisions by collecting and interpreting data and information
Documentation	Communicate using formal business writing.
Communication	Exchange information through verbal communication

Customer

Commercial Focus	Optimize the commercial viability of the organisation.
Relationship Building	Build beneficial relationships with suppliers and stakeholders.
Quality Focus	Deliver quality.
Organisational Values	Display the organisation's image and value standards.

People

Leadership	Utilise a leadership position to influence people and events and to increase performance.
------------	---

Competence	Description
Team Orientation	Work in a team towards a common aim.
Facilitation	Assist the progress of work ensuring its timely and effective completion.
Problem Solving	Develop practical solutions to a situation.
Innovation	Use original and creative thinking to make improvements and/or develop and initiate new approaches.
Self-Management	Manage your priorities and objectives efficiently and effectively

Professional

Technical Strength	Demonstrate knowledge of a specialist discipline.
Compliance	Comply with relevant laws and the policies and procedures of the organisation.
Global Environment	Respond to globally driven changes in the organisation's environment.
Research	Apply formal research methodologies.
Mathematical Reasoning	Apply mathematical reasoning.
Technology Application	Apply technology.

Operational

Equipment Operation	Control the operation of specialised equipment, plant or vehicles to satisfy the demands of the assignment.
Maintenance	Monitor and/or maintain equipment, plant or vehicles in sound operating order.
Health and Safety	Establish and maintain a safe and healthy work environment.

Qualifications

Qualification	Discipline	Notes
Preferred		
Degree	Civil Engineering , Environmental Engineering	Sustainability, Aviation Management, or a related field.
Desirable		
Masters Degree	Environment	Sustainability, Environmental Management or Infrastructure Development or a related field
Desirable		
Certificate	Sustainability	EDGE Expert, LEED Accredited Professional, or equivalent certification.

Work Knowledge and Experience

Knowledge of aviation-specific sustainability metrics highly desirable.

Minimum 5 years of experience in sustainability or environmental management within aviation or infrastructure projects

Proven track record in implementing green building standards (LEED, EDGE) and ICAO environmental compliance.

Knowledge of sustainability frameworks and international standards.

Proficiency in environmental impact assessments, energy efficiency strategies, and carbon footprint analysis.

Familiarity with project management tools and sustainability reporting systems.

Excellent communication and stakeholder engagement abilities, including the ability to work with internal teams, regulators, contractors, and external consultants.

Data analysis and quality assurance skills for sustainability performance tracking, KPIs, and reporting.

Ability to lead sustainability initiatives and provide training to project teams.

Strong understanding of risk management, regulatory compliance, and environmental governance in aviation projects

Requirements

Language Proficiency

Excellent command of English

Professional Associations

Membership of appropriate Professional Institution

Regulatory Compliance Requirements

Driver's License

Police Clearance

Other Required Requirements

No other required items found.

Interactions

Type	Interaction	Comments
Internal		
	Fiji Airport Sections	
External		
	CAAF	
	Airlines	
	Air Terminal Services	
	Consultants	
	Tenants	
	Contractors	

Attributes

Behavioural Styles

Accountable	Assumes full responsibility for own actions and identifies with the success or failure of own part of the overall work/goal.
Detail oriented	Attends to the small elements of a task/activity, ensuring completeness and accuracy.
Innovative	Devises new and creative ways to do things comes up with original ideas.

Interpersonal Styles

Objective	Impartial and honest in dealings with others, eliminating own feelings and view to reach a balanced judgement.
Perceptive	Shows keen insight and understanding of issues or situations.
Team Oriented	Enjoys being with others as part of a group or team.

Thinking Styles

Analytic	Able to separate things into their constituent elements in order to study or examine them, draw conclusions, or solve problems.
Disciplined/Systematic	Is controlled in conduct, shows an orderly pattern of behaviour, following a methodical and thorough approach.
Numerate	Shows abilities in quantitative thought and expression.

How To Apply

Applications must be submitted through the Maxumise Job Portal using the link provided, as only online applications will be accepted. Applicants must include a CV and a cover letter that clearly addresses the critical competencies required for the role, along with the contact details of three recent work-related referees. Only shortlisted applicants will be contacted.

Contact for Enquiries

Contact Name: Leonarda Patterson

Contact Email: leonarda@maxumise.com

Further Contact Information: Maxumise: +679 330 3137 or +679 773 3137, or email jobs@maxumise.com

Closing Date: 15 Feb 2026