

At **Positive Aviation**, we believe that aviation is a force for good for our society and our environment.

Our mission is driven by two key observations:

- Civil protection authorities can only effectively safeguard people, property, and nature when equipped with the right tools.
- The iconic “Canadair” Super Scooper, a pillar of aerial firefighting, no longer meets the reliability and availability standards required today.

Positive Aviation aims at offering them as early as 2028 an alternative – a new, modern, reliable and efficient amphibious water scooper firefighter aircraft – the FF72.

Positive Aviation is an engineering and industrial company, developing and implementing modifications on second-hand ATR 72 transforming them into amphibious water scooper firefighter aircraft – the FF72. The FF72 leverages proven technologies and combines expertise from both the aeronautical and naval industries.

From development to operations, Positive Aviation is committed to supporting the entire lifecycle of the FF72, ensuring its long-term success.

Our headquarters are located at Toulouse Blagnac Airport, inside Hangar H16, home to our industrial partners and the FF72 development team. It is also where we are assembling the FF72-X1 demonstrator, set for its first flight in 2026.

Joining Positive Aviation means being part of the creation of a European seaplane design office, and living the adventure of a new aircraft development which will enter into service in 2028. At Positive Aviation we favor team work towards pragmatic and realistic solutions and are proud to build on the rich aeronautical legacy to **protect what is dear**.

Positive Aviation - Administrative and Financial Manager

About The Role:

As part of the Positive Aviation Administration team, you will play a pivotal role in supporting the CFO and CEO by overseeing financial management, accounting, administrative operations, and compliance to ensure the company's financial stability and operational efficiency.

In detail, your main roles and responsibilities will be:

- **Financial and Accounting Management**
 - Monitoring accounting and financial operations
 - Managing budgets and financial forecasts
 - Tracking cash flow and payments (invoices, salaries, expenses, etc.)
 - Preparing financial reports and analyses for management
- **Administration and Human Resources Management**
 - Managing employment contracts and administrative follow-up of employees
 - Coordinating payroll in collaboration with an accountant or external provider
 - Ensuring compliance with the company's legal and social obligations
- **Relationship Management with Third Parties**
 - Managing contracts with clients, suppliers, and partners
 - Acting as the interface with banks, investors, and tax authorities
 - Ensuring administrative and legal compliance of the company
- **Support to General Management**
 - Assisting decision-making through financial and administrative analysis
 - Contributing to the improvement of internal processes for better management

About You:

- You have a degree in Finance, Accounting, Business Administration, or a related field (e.g., Master's, MBA, or equivalent).
- You have proven experience (typically 3-5+ years) in financial management, accounting, and administrative operations.
- You are familiar with legal and regulatory compliance (tax, labor laws, financial reporting).
- You have excellent communication skills – Interacting with executives, investors, and external partners.
- You have attention to detail – Ensuring compliance, accuracy, and financial integrity.
- You have the ability to work under pressure – Managing multiple priorities in a fast-paced environment.
- You have a good understanding of the aviation industry.
- You are able to negotiate fluently in English.
- You are autonomous, curious, and willing to get engaged in a colocated team environment.
- You are driven by passion for aviation, business development, and making a tangible impact on aerial firefighting.

If you want to live the adventure of a new aircraft development, be part of a team of passionate experts, and evolve in a pioneering and flexible environment where care and hunger for growth are celebrated, join us!

Positive Aviation is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, sex, gender, sexual orientation, age, color, religion, national origin, protected veteran status or on the basis of disability.

Feeling inspired and wanting to apply, send your CV and motivation letter to career@positive-aviation.com, we get back to you shortly.