

Senior Charter Advisor – US Private Jet Charter

Location: East Coast, United States (open to candidates based in the UK or Europe – visa sponsorship available)

Department: Private Jets | Reports to: VP of Sales, US

About the Opportunity

Volanteus is expanding its US presence and launching a new on-demand private charter vertical. We are looking for an experienced Senior Charter Advisor to be one of the first hires into this new business - a hands-on advisor who combines deep industry knowledge, an established book of business, and the drive to grow a portfolio of clients from day one.

This is a high-impact, hands-on role where you will manage and arrange on-demand charter flights for clients requiring private, tailored air travel solutions. You will coordinate between clients, operators, and service providers to ensure seamless, cost-effective, and safe operations while delivering a premium customer experience. You will work closely with the VP of Sales and the wider group to help shape how this new vertical operates on the ground.

We are happy to recruit talent from the UK and/or Europe and host them on our visa programme for the right candidate.

Key Responsibilities

- Manage on-demand charter enquiries received by the team through to the booking phase.
- Leverage an existing book of business and actively develop your own client portfolio.
- Manage the end-to-end charter process from enquiry to post-flight, including flight quoting, sourcing aircraft, negotiating with operators, and overseeing departures.
- Source aircraft and negotiate with providers to procure the best value for clients while maintaining safety and quality standards.
- Ensure timely offers with detailed and accurate information are provided to clients.
- Manage supplier relationships across operators, handlers, and service providers.
- Verify supplier contracts in detail, and ensure all contracts, insurance, and regulatory matters are accurate, legally compliant, and meet company requirements.
- Issue flight briefs with all flight-related information to clients and crews.
- Select appropriate solutions to satisfy client requirements, provide accurate quotes, and establish effective dialogue with clients.
- Grow and manage your own portfolio of clients, creating and sustaining professional relationships and rapport.
- Use initiative to identify new and potential areas for business development; follow up on new leads, client recommendations, and pro-active networking.
- Keep up to date on the latest operational capabilities of aircraft, airports, operators, and handlers.
- Represent the company on charter flights, including overseas travel as required.
- Support the company on 'House Accounts' as and when required.
- Oversee flight departures (must be willing to travel) and work flexibly outside of contracted hours when operational needs demand it.
- This role is not geographically specific and will support the Volanteus Group and its other companies in the UK and UAE.



Volanteus Limited, 6th Floor, Astral Towers,
Betts Way, Crawley, West Sussex, RH10 9UY

t +44 (0) 203 876 8000
e recruitment@volanteus.com
w volanteus.com

Candidate Profile

- Based on the East Coast of the United States (preferably Philadelphia, New York or Florida) or willing to relocate.
- Minimum 3–5 years' experience in private aviation, with a strong track record as a charter advisor.
- An established book of business and demonstrable client relationships you can bring to the role.
- Proven track record in sales and account management, with the ability to close deals and grow accounts.
- Demonstrated experience sourcing aircraft and negotiating with operators across the global charter market.
- Entrepreneurial mindset - excited to be one of the first hires into a new vertical and comfortable operating with autonomy.
- Strong sales and negotiation skills with a proven track record in closing deals.
- Excellent organisational skills and meticulous attention to detail.
- Strong interpersonal skills and the ability to build long-term relationships with clients and suppliers.
- Ability to work under pressure and handle time-sensitive, operationally complex situations.
- Working knowledge of global air charter markets and operational procedures.
- Willingness to travel internationally and work flexible hours to support on-demand operations.

Why Volanteus

Volanteus is an established private aviation group with operations across the UK, US, and UAE. As we launch our US on-demand charter vertical, the successful advisor will have the autonomy to shape how we operate on the ground, with the backing of an international platform and clear room to grow as the business grows.

How to Apply

To apply, please submit your CV to recruitment@volanteus.com and a short cover note outlining your relevant experience, book of business (in general terms), and what excites you about joining a new vertical with Volanteus.



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