

Crew scheduler

Crew schedulers coordinate people and roster changes so an airline can cover its programme within applicable rules and agreements. PSA illustrates day-of-operation support; Ryanair illustrates forward roster planning. These are related ground-based functions, not pilot or licensed flight-dispatcher roles. Read the duty list rather than assuming identical work from a title.

What the role does

- Maintain crew coverage and communicate changes.
- Coordinate disruption-related roster adjustments, travel and handovers.
- Use scheduling systems and check the applicable regulatory, contractual and company constraints.

Where the work happens

Airline operations office; shift pattern and location are employer-specific.

Employer example 1

PSA Airlines • United States • Crew Scheduler - job 2025-6325

Vacancy status unconfirmed not an offer • Checked 2026-10-27 [EMP1]

Category	What this employer states
Essential in this source	High-school diploma or equivalent; previous customer-service experience. Intermediate Microsoft Office skills; spoken/read/written English; communication and prioritisation under pressure. Legal authorisation to work in the United States.
Desirable in this source	Crew-scheduling experience, aviation terminology and aviation-operations experience.
Other stated conditions	Charlotte, North Carolina; the full advert includes employer screening conditions. No posting or closing date was verified; the number in the job ID is not treated as a publication date.

Selected requirements from this employer and route only; not a worldwide rule or a complete eligibility checklist.

Employer example 2

Ryanair • Ireland • Inflight Crew Planner

Vacancy status unconfirmed not an offer • Checked 2026-10-27 [EMP2]

Category	What this employer states
Essential in this source	Numerical, analytical, administrative and Office-software skills. Organisation, prioritisation, communication and accuracy under deadlines.
Desirable in this source	Experience with an airline crew-planning or rostering system.
Other stated conditions	Forward roster-planning variant in Swords, Dublin; not identical to PSA's real-time scheduling job. No deadline was verified.

Selected requirements from this employer and route only; not a worldwide rule or a complete eligibility checklist.

PREPARE AND VERIFY

Separate requirements from preparation

US operational context, not a personal qualification rule: Part 117 addresses flightcrew duty and rest within its stated operational scope. A scheduler must learn the rules relevant to the employer, alongside agreements and procedures. This section does not establish a worldwide scheduler licence or provide a complete scheduling-compliance method. [REG1]

Still to verify: Recruitment status for these undated pages remains unconfirmed. Irish regulatory applicability was not independently reviewed; the FAA source is US context only.

Explore a realistic entry route

- Compare scheduling vacancies with dispatcher and crew-planning jobs. Identify whether the work is real-time disruption handling, future roster production or training coordination; similar titles can conceal different responsibilities.
- Build spreadsheet accuracy, concise communication and prioritisation through an ordinary administrative project. Practise recording changes and unresolved issues. Do not use invented airline rules or a personal spreadsheet to make operational crew-legality decisions.
- Read the actual employer's entry and preferred criteria separately. Customer-service or administration experience can supply genuine examples, but ask how system training, rule instruction and supervised assessment are provided after recruitment.

Build evidence of your skills

- Create a fictional volunteer rota with constraints you invent and label clearly. Log changes, explain a conflict and seek the fictional organiser's decision; this shows organisation without reproducing aviation duty-time calculations.
- Write a shift handover for a classroom project using confirmed facts, pending work, owners and deadlines. Ask another learner to identify missing context and revise it.

Prepare for an interview

Reflection prompts only, not questions claimed to be used by an employer.

- Preparation prompt: describe a real occasion when several requests arrived at once. Explain how you verified priorities and communicated what could not yet be completed.
- Prepare questions about shift coverage, systems, training, escalation and the separation between scheduling decisions and other operational authorities. These are not claimed PSA interview questions.

Investigate possible next roles

Investigate crew planning, training scheduling or operations supervision as adjacent routes. Their skills and authority differ; scheduling experience is not an automatic dispatcher qualification.

Sources and scope

[EMP1] [PSA Airlines Crew Scheduler - job 2025-6325](#)

Vacancy status unconfirmed not an offer. United States. Checked 2026-10-27.

[EMP2] [Ryanair Inflight Crew Planner](#)

Vacancy status unconfirmed not an offer. Ireland. Checked 2026-10-27.

[REG1] [FAA / eCFR 14 CFR 117.1 - Applicability](#)

Scope of flightcrew flight/duty limitations and rest rules for specified operations. Title 14 displayed current to 23 October 2026; authoritative but unofficial. This source regulates defined flightcrew/operator activities, not a universal personal scheduler licence. Checked 2026-10-27.

Educational requirements guide, not operational training, a professional approval or an employment guarantee. Verify current requirements with the relevant authority and employer. Selected employer conditions are not worldwide eligibility rules. Read the complete current vacancy and the competent authority's requirements before choosing training or making an application. No personal medical, immigration or employment eligibility assessment is made. No job guarantee.