



Pay Guide

Last updated: May 26th, 2026

1. What is paid

Your flights

Each flight is counted minute by minute. This is the base of your pay.

+5 minutes of preparation

You receive an extra 5 minutes each day to prepare the simulator. This bonus is counted once per day.

+5 minutes between each flight

After each flight, 5 minutes are added to your pay to give you time to properly see off your clients while providing them with the best experience.

Minimum 3 hours per day

If you work on a given day, you are guaranteed to be paid at least 3 hours, even if you only have one flight. Within that time frame, we require you to stay on site and be available for clients since we are giving our guest same-day slot for people that have less than 3h in their schedule. You will always be notified when a new session is being added during that scheduled time.

Any flight cancelled when you are on-site

A flight cancelled by a client the same day while you are on-site is counted in your pay as if it had taken place.

Simulator maintenance

When you have a long break between two flights (more than 60 minutes), the paid time beyond the first hour is work time dedicated to simulator maintenance: cleaning the space, checking equipment, etc. If, after verification, this time is not used for work, it could be deducted from pay. This time is capped at 2 hours per week (see part 3).

Your bonuses

Captain bonus — \$300 every 6 months

Eligibility:

- Minimum 30h of availability per month
- Complete all end-of-shift forms
- Receive positive client feedback

The bonus is granted at the discretion of headquarters. No prorating for incomplete periods or unmet objectives.

Referral bonus — \$150/referral

If you refer a new instructor:

- Minimum 3 months of activity from the new hire
- Minimum 30h of availability per month from the new hire
- Minimum 30 hours of availability per month from the person who referred the recruit

2. Breaks between your flights

Breaks are counted only between two flights. Time before your first flight and after your last flight of the day is not counted.

Under 30 minutes → Paid

Short break between two flights: it is included in your pay.

30 to 60 minutes → Unpaid

Treated as a meal break.

Over 60 minutes → Partially paid

The first hour is not paid. The excess is paid starting from the 61st minute (capped at 2h/week). *This paid time is work time dedicated to simulator maintenance (see part 1).*

3. What is not paid

2h weekly cap exceeded

The paid time for maintenance during long breaks is capped at 2 hours per week (Monday to Sunday). Once this cap is reached, the remaining long breaks of the week are no longer paid.

Example: on Monday you have a 2h30 break between two flights. The first hour is not paid, leaving 1h30. You are paid 1h30 for maintenance. On Wednesday, you have another long break of 1h30: the first hour is not paid, and the 30 minutes remaining will be paid. Other long breaks (over 60 minutes) will not be paid for the rest of the week.

Time outside your shift

Your paid day starts at your first flight and ends at your last flight. Anything outside of that is not counted.

Any flight cancelled when you are not on-site

A flight cancelled by a client the same day while you are not on-site is not counted in your pay as if it had taken place.

Example: on Monday you have 3 clients from 3:30 pm to 6:30 pm and before you come to work the client canceled his session. We will not pay that client but if you are falling under the 3h minimal, we will adjust to meet the 3-h requirement.

Your pay is calculated automatically from the Google Calendar. You don't need to fill anything in. If you notice any errors or omissions on the schedule, email your supervisor immediately, ideally before payroll calculation each Monday.

For any questions, contact Pénélope Robert-Cartier (penelope@aviasim.com ; 438-817-8064).