



We are looking for a highly motivated individual with right attitudes to fill the following vacancy

**JAFFNA INTERNATIONAL AIRPORT
Post of Assistant Operations Manager**

- 1 Job Scope** : Under the direct supervision of Head of Airport Management, Deputy Head of Airport Management, Senior Airport Managers and Airport Managers, carry out duties pertaining to the implementation of the activities related to operations, administration & discipline in the areas of Airside, Landside and Terminal at the Airport Management Division.
- 2 Key Responsibilities** :
- To ensure smooth movement of passengers, baggage and cargo by coordinating with other stakeholders.
 - Monitor and report to the superiors regarding the matters that require immediate actions in relation to the safety, adequacy & serviceability of the airport terminal facilities.
 - Ensure aircraft operations by inspecting the airfield, for safety/serviceability of Runway/Taxiways/Apron and water drainage system.
 - Ensure a smooth flow of vehicular traffic and orderliness in the Landside Area in coordination with Police, Airport Security etc.
 - In the event of Aircraft emergency on Public Health Emergency, initiate actions in accordance with Airport Emergency Plan or Public Health Emergency Plan.
 - To supervise the staff under direct purview for their presence, conduct and efficiency to ensure a satisfactory service to all airport users.
- 3 Qualifications** : Should possess a Degree from a University recognized by UGC.

- 4 Experience** : Should possess a minimum of Four (04) years' post qualifying Executive experience in Ground Handling in reputed Organizations.
- You will be working in a 24-hour, highly demanding and challenging environment and you should ensure the safe and efficient operation of the Airport on a daily basis. This includes supporting staff and making sure that all staff is able to provide polite, prompt and correct information to passengers, know airport policies and procedures and that passengers and luggage are moved through the airport in an efficient and timely manner. Scheduling appropriate number of staff, ensuring that all ticketing and security systems are in excellent working condition and trouble shooting any problems are highly sought after skills.
 - Experience in the air transport and / or the aviation, sector, ability to speak foreign languages and possessing a First or Second Class Honors Degree would be added advantages.
 - Ability to speak and write fluently in English and Tamil Languages
- 5 Age** : Should be below 35 years on the closing date for applications
- 6 Salary** : **The remuneration package and fringe benefits offered for above position will be attractive.**
- 7 Method of Selection** : By a written test and an interview

General

The selected candidates will have to perform duties at any Airport in any part of the Island as and when necessary.

If you are interested and possess the relevant qualifications and experience please send in your resume prepared according to the specimen application given in the Website with copies of the relevant certificates to the following address on or before **September 11, 2020 only by Registered Post**. Please indicate the post applied for on the Top Left Hand Corner of the Envelope.

Please note that the applications without copies of the relevant certificates and forwarded in other modes and not in accordance with the specimen given on our Website will be rejected.

Please note that only the short listed candidates will be notified.

**CHAIRMAN
AIRPORT & AVIATION SERVICES (SRI LANKA) LIMITED
BANDARANAIKE INTERNATIONAL AIRPORT
KATUNAYAKE**