

INTERNAL VACANCY – SCHEDULES DEPARTMENT

An opportunity has become available for 1x **Supervisor** reporting to the Schedules Manager

The successful incumbent will be based at Lanseria International Airport.

JOB REQUIREMENTS:

Daily Airline operations – not limited to this.

- Arrival & Departures competent
- Successfully completed Airlines / Passenger handling course
- Boarding/Check in experience
- Close out/Co ord
- Ensure OTP
- Dangerous Goods competent
- AVSEC competent
- Customer Service focused.
- ADHOC Charter operations
- Handling complaints/ conflict management
- Ensure adherence to CAA requirements.
- Crisis management if the need arises.
- Monitoring the Terminal facility and reporting all problems/faults
- Managing staff in a way to achieve the above.
- Human Resources – Disciplinary code, leave, Overtime etc,

COMPETENCIES REQUIRED:

- Matric (Grade 12)
- Post matric qualification will be advantageous.
- Minimum 2 years' experience in an airport/airline operations environment.
- Experience in managing staff
- Good time management
- Good communication skills
- People skills
- Listening skills
- Good decision-making skills
- Accountability
- Problem solving
- Work under pressure.
- Effective team player
- Computer skills
- Leadership ability
- Self-driven and result orientated.



APPLICATIONS

Applications with a covering shortened CV must be submitted to **Careers@lanseria.co.za** by the closing date of **17 July 2024**.
No late applications will be accepted.

Should candidates not be notified of the outcome of their applications within 7 days of closing date, they should please regard their applications as unsuccessful.

Lanseria International Airport is an equal opportunity and affirmative action employer.