

Tirana International Airport SHPK ("TIA") is seeking for a

### **GUARDING AND PATROLLING AGENT**

who will report to the Guarding and Patrolling Supervisor.

#### **Main tasks and responsibilities of the position:**

*(for indicative purposes only. The responsibilities listed below can be subject of change upon recruitment)*

- Responsible to guard and patrol the airport premises in compliance with TIA procedures, standards and specific instructions
- Responsible to performs access control for all staff and airport users requiring access to security restricted areas
- Responsible to patrol the premises to prevent and detect signs of intrusion and ensure security of doors, windows, and gates
- Responsible to operate detecting devices to screen individuals and prevent passage of prohibited articles into restricted areas.
- Responsible to inform and report to the Guarding and Patrolling Supervisor in cases of emergency (fire, presence of unauthorized persons, etc) and non-conformity incidents
- Responsible to monitor the alarm system to detect fires or other emergencies
- Responsible to inspect the security systems, equipment, or machinery to ensure operational use and to detect evidence of tampering. Report any problem and/or malfunction.
- Respond to emergencies such as terminal evacuation, security incidents, etc, in compliance with TIA procedures.

#### **Requirements of the position:**

- Bachelor Degree preferred
- Category B Driving license
- Previous experience in security, military, police or customer care is preferred
- Accurate and skilled at inspecting
- Ability to strictly follow directions of superiors
- Ability to work effectively as part of a team
- Ability to work under stress and respond to emergencies
- Very good communication skills and customer-oriented mindset
- Intermediate level of English language

To apply for the above mentioned position the applicants should complete the Application Form, which can be found in the following website: [www.tirana-airport.com](http://www.tirana-airport.com), and submit it together with a recent CV in the following address: [human-resources@tirana-airport.com](mailto:human-resources@tirana-airport.com), or to the reception of the Administration Building (Rinas).

Closing date for application is **September 22<sup>nd</sup> 2019**

Human Resources Department will contact only candidates selected from the documentation screening.