

EXTERNAL VACANCY ANNOUNCEMENT



Tirana International Airport SHPK (TIA) is seeking to hire a

SCREENING AGENT

who will report to the **Screening Supervisor** of the company.

Main tasks and responsibilities of the position:

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

Passenger, Baggage, Cargo, and Mail Screening

- Conduct screening of passengers, baggage, cargo, mail consignments, airport staff, and visitors in compliance with TIA procedures, standards, and specific instructions.
- Carry out risk assessments of passengers, staff, and visitors, selecting those requiring enhanced security screening.
- Ensure that baggage, electronic and electrical equipment (PC laptops, mobile phones, etc.), baby strollers, child seats, and similar items are properly placed on the X-ray machine feed belt for effective image production.
- Prevent unsuitable items from being placed on the belt and stop the machine if an item is jammed or trapped.

X-Ray Machine Operation & Image Interpretation

- Operate the X-ray machine following standard screening procedures.
- Utilize all main image evaluation functions, including brightness, contrast, inverse image displays, organic/inorganic stripping, and zoom functions.
- Interpret X-ray images to identify prohibited articles or any unidentifiable items for further inspection.
- Pinpoint the shape, size, and location of potential concealed threats and guide searchers in further investigation.

Manual Inspection & Secondary Screening

- Perform manual inspections of baggage requiring additional checks after X-ray screening.
- Use proper search techniques and explosive trace detection equipment (if available).
- Respond appropriately when prohibited articles are discovered, reporting findings to the screener.

Walk-Through Metal Detector (WTMD) Screening

- Control passenger flow through the WTMD and monitor alarm triggers.
- Direct passengers for secondary checks, including physical hand searches and random explosive trace detection (if available).

Hold Baggage, Cargo, and Mail Screening

- Screen hold baggage, cargo, and mail consignments, ensuring no prohibited items are inserted.
- Interpret X-ray images and perform hand searches if necessary.

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Requirements of the position:

- **Educational Background:** Bachelor's degree (preferred)
- **Experience:** Previous experience in security, military, police, or customer care is preferred
- **Technical Skills:** Strong attention to detail and proficiency in security inspections
- **Teamwork:** Ability to work effectively as part of a team
- **Stress Management:** Ability to remain calm under stress and respond effectively to emergencies
- **Communication Skills:** Excellent verbal and written communication skills
- **Customer Service:** Commitment to delivering a high standard of service
- **Language Proficiency:** Intermediate level of English language skills
- **Work Schedule:** Availability to work in shifts
- **Integrity:** Demonstrates honesty, reliability, and integrity in all tasks

Application Procedure:

To apply for the above mentioned position the applicants should fulfill the Application Form, which can be found in <https://www.tirana-airport.com/media/documents/174057293867bf090a6280e.pdf>, and submit it via email to human-resources@tirana-airport.com with:

- **Subject:** [Name Surname] – Screening Agent
- **Attachments:** Application Form + CV (PDF/Word)

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