

Job Description

Ground Operations Supervisor

Position Title:	Ground Operations Supervisor
Employment Status:	3 years (renewal)
Duties and Responsibilities:	<ul style="list-style-type: none"> • Supervise Ground Handling Business in Kansai International Airport and other stations. • Attend/lead ground handling meetings and assist the Manager for Ground Handling Operations and Head of International Airports in managing the entrusted business in airports. • Review daily reports, irregularity and incident reports and take appropriate actions as directed by the Manager of Ground Operations. • Attend meetings hosted by entrusted business companies and airport administration as necessary. • Domestic and International travel required. • Supervise daily ramp operations in Kansai International Airport and conduct safety patrol. • Conduct investigations during incidents and be able to produce detailed reports when requested. • Promote safety awareness in both internal and external parties. • Perform duties of Ground Controller (GC) in Operations Control Center such as aircraft parking chart management, monitor daily flight operations relating to ground operations, assist stations in special requests such as cleaning, GSE requests etc.
Qualifications:	<ul style="list-style-type: none"> • University Bachelor's/advanced degree preferred but not required. • Minimum of five (5) years of experience in airline industry or ground handling company. • Minimum TOEIC score of 600. • Ability to work under pressure and multi-tasking. • Well-groomed and able to maintain a professional appearance. • Proficient in MS Applications (Word, Excel, Power point) • Must possess valid passport upon employment and be able to travel.
Language skills:	<ul style="list-style-type: none"> • English (Proficient) • Japanese (Business level) <p>These languages are preferred; Thai, Chinese and Korean</p>
Salary:	To be determined
Benefits:	Social Insurance, paid vacation, company air tickets, Benefit ONE Membership
Job Location:	Kansai International Airport
Probationary Period:	3 months
Starting Date:	To be determined