

**EAST AFRICAN COMMUNITY
CIVIL AVIATION SAFETY AND SECURITY OVERSIGHT AGENCY**



PRINCIPAL AVIATION SECURITY OFFICER (P3) (REF: CAS/HR/002/2017-2018)

The Civil Aviation Safety and Security Oversight Agency (CASSOA) is a self-accounting institution of the East African Community. The Agency is looking for highly motivated, result-driven and qualified professional from citizens of East Africa Community Partner States for the following position in the Agency.

JOB TITLE:	Principal Aviation Security Officer
GRADE:	Professional (P3)
REPORTS TO:	Deputy Executive Director-Technical
DURATION OF CONTRACT:	Five years, renewable once upon satisfactory performance and age limit requirements
DUTY STATION:	CASSOA Headquarters in Entebbe, Uganda

1. MAIN FUNCTION OF THE JOB

The main function of the Principal Aviation Security Officer is to assist Partner States in carrying out their efficient and effective aviation security oversight activities with the objective of enhancing aviation security in compliance with international standards and recommended practices.

2. DUTIES AND RESPONSIBILITIES

- Assist Partner States inspectors in performing aviation security oversight functions, including certification of AVSEC screeners.
- Assist Partner States in the revision and approval of AVSEC regulatory and technical guidance material documents.
- Assist Partner States with the development and execution of an annual aviation security surveillance programme in the region, including surveillance of foreign air operators.
- Participate in the development of aviation security inspectors' training programme and provision of the on-the-job training.
- Participate in the development and implementation of a regional programme for the training and certification of aviation security screeners.

- Carry out aviation security technical missions for purposes of evaluating the aviation security oversight status, implementation of harmonised AVSEC regulations including facilitation related to aviation security in the Partner States.
- Prepare regular regional AVSEC activity reports as required
- Perform any other related duties as may be assigned by the supervisor.

3. QUALIFICATIONS AND EXPERIENCE

- A holder of a Master's degree from a recognized university.
- At least Eight (8) years experience in aviation security, three (3) of which must be as an aviation security inspector or supervisor in a Civil Aviation Authority or Airport.

4. SKILLS AND COMPETENCES

- Knowledge of responsibilities and administrative procedures for the issuance of documents for approval relating to aviation security functions.
- Knowledge of the principles of operation and use of aviation security equipment in relation to aerodrome operations.
- Sound knowledge of aviation security regulations and technical guidance materials.
- Sound knowledge of ICAO Standards and Recommended Practices and related documentation as applicable to aviation security.
- Good communication and report writing skills in English language.
- Proficiency in computer use and general IT applications.
- Good interpersonal skills, ability to work with colleagues and maintain harmonious working relationship in a multinational environment.
- High degree of integrity.

5. TERMS AND CONDITIONS OF SERVICE

The above is an established position within the CASSOA organization structure and has a five year term contract renewable once upon satisfactory performance. The Principal Aviation Security Officer will be appointed by the CASSOA Board of Directors.

6. SALARY AND FRINGE BENEFITS

The established position offers a competitive salary and attractive fringe benefits including house allowance, education allowance, a medical scheme and insurance cover among others.

7. AGE LIMIT REQUIREMENTS

Applicants should not be more than 55 years old by 1st May 2018.

8. HOW TO APPLY

Interested candidates should submit their applications to be received **not later than 19th January, 2018** quoting the job advert reference number of the position applied for by registered mail, courier, email (all soft copies should be in MS Word or Adobe Acrobat) and dispatch together with Curriculum Vitae, copies of national IDs or passports, copies of both academic and professional certificates and testimonials, names and addresses of three referees, and day time telephone/cell phone numbers to:

Executive Director

EAC CASSOA

P O Box 873,

ENTEBBE

UGANDA,

Email: recruitment@cassoa.org

Please do not send multiple applications!

Note:

1. The recruitment of the above job will be subject to the EAC Quota system.
2. You may submit your application either electronically or in hard copy but not both.
3. Applications sent through the Post Office or by courier services should have the job advert reference written on the top left corner of the envelope.
4. Applications which do not indicate nationality and age, the reference number, a signed application letters, duly filled and signed CASSOA personal history forms and do not include copies of academic degrees, other professional certificates and three referees shall be disqualified.
5. Only short-listed candidates will be contacted.