



# Join Our Team

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AIRPORTS

**Post: Assistant Officer, Load Control International**

**Department:** Airport Operations Division / Passenger Services Department

**No. Of Vacancies:** 02

**Duty Type:** Shift Duty

**Deadline:** 15:00hrs, 30 June 2022

**Ref No:** 116-K2/IL/2022/200

## Job Description

Maldives Airports Company Limited is seeking to recruit talented and qualified individual to the position of Assistant Officer, Load Control International at Passenger Services Department. The successful candidates will be accountable to support MACL's Load Control Unit in providing load planning, load sheet and flight documentation requirements for all international airlines while delivering an excellent service and ensuring safe and secure operations.

## Key Responsibilities

- Ensure load sheet and CLC functions are completed as per airline standards and requirements.
- Coordinate with check-in and sort-out for timely flight closure and for baggage distribution details.
- Prepare load sheets and trim sheets using flight performance and load planning data related to aircrafts.

- Coordinate and properly communicate with other work areas, units, sections, customer airlines and stake holders during flight handling.
- Ensure Lodestone system is updated, and flights created and edited on time as required.

### **Qualification & Experience**

- GCE A'level standard **or**
- GCE O'Level with atleast 2 years' experience in a related field.
- Experience in a customer service (preferred).

### **Benefits**

- Competitive Salary
- Free motorcycle parking
- Study loan scheme for children
- Health Insurance
- Staff Gym Facilities
- Staff Development Scheme
- Free Transportation
- Staff Loan Scheme

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