

JOB OPPORTUNITY

Cambodia Airports develops and manages Cambodia's network of international airports located in Phnom Penh, Siem Reap, and Sihanoukville. Its teams plan and design the development of airport infrastructure, build and maintain the facilities, handle commercial activities and provides services to stakeholders, including The Royal Government of Cambodia, passengers, airlines, and tenants.

Since its inception in 1995, Cambodia Airports has generated immense economic and social benefits for Cambodia by connecting the country to the world. Its leadership in airport development and operations translates in advanced working environment, staff benefit, and Corporate Social Responsibility policies.

Currently, we are seeking potential candidates to fill the position of **Weight & Balance Agent** at one of the 3 international airports.

Weight & Balance Agent (2 position)

Department: Ground Handling – (Flight Operation)

Location: Sihanouk International Airport

General Responsibilities:

- The Weight & Balance Agent's general responsibilities are to perform the Load sheet, instruct the loading to ensure the balance and economic of the flight, issue unloading plan, receiving, editing, any operational messages regarding the flight, and work closely with Airlines cockpit crews for proper documentation required for the flight.

Working Conditions:

- Working on shift (flexible working schedules rotating within 24hours/7days);
- Wearing uniform and individual safety equipment;
- Subject to Security/Safety certification prior employment.

Job's Requirements:

- ✓ Legal working age;
- ✓ At least high school certificate (University's Degree is an advantage);
- ✓ Strong interpersonal and communication skills;
- ✓ Demonstrates initiative leading and managing ability;
- ✓ Excellent organizational skills;
- ✓ Good initiative and analytical ability;
- ✓ Trustworthy and a highly motivated person;
- ✓ Flexible with capacity to work under pressure at minimal supervision;
- ✓ Khmer and English proficiency for reading, listening, writing and speaking;
- ✓ Computer literacy: MS Excel/Word.

Deadline: 16th November 2019 by 5:00 p.m.

Interested applicants should submit CV and cover letter to:
Sihanouk International Airport
P.O. Box 9545. National Road N° 4, Tmor Thum Village,
Ream Commune, Prey Nop District, Sihanouk Province, Kingdom of Cambodia

Or contract through Email: kos.career@cambodia-airports.aero
Telephone: 017 444 360, extension number: 3273

**Only short listed candidates will be contacted for an interview.
The summited documents will not be return.**