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# Example of Airport Agent Job Description

Our company is growing rapidly and is looking to fill the role of airport agent. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for airport agent

* Must have good customer service and interpersonal skills and the ability to work under pressure
* Fluent verbal and written English and Danish
* Check vehicle inventory for completion of damage/loss report
* Adhere to shift assignments in a 24 hr/7 day operation
* Accept repetitive work tasks performed in a various work areas which could be subject to long periods of standing and walking
* Requires the ability to work outside in all weather conditions
* Working equipment room
* Greeting customer in terminal
* Quick Pak responsibilities
* Podium re-stocking and replenishment

## Qualifications for airport agent

* Must be able to work a flexible shift to include days, nights and weekends - schedules determined by shift bid process, based on seniority
* Apart from religious observations, must be able to work a Maximum of 25 hours per week with availability on Monday, Thursday, Friday and some weekends
* Must be able to handle stress
* Above average administrative and analytical techniques
* Demonstrates above average qualities of leadership, initiative and judgments
* Applicant must have one year of airport experience as a minimum