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# Example of Airport Operations Job Description

Our innovative and growing company is searching for experienced candidates for the position of airport operations. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for airport operations

* Primary contact for regulatory agencies for AO
* Manages capital projects for AO – currently totaling over $10M
* Implements Continuous Improvement initiatives and coordinates CI / Green Belt / Advanced training for AO Planning
* Leads cross functional teams to execute strategic plans and initiatives
* Manages schedule, cost, benefits tracking, technical aspects, and customer impact for major Customer Service projects / initiatives
* Prepares reports and associated communication for Executive team and present updates on a periodic basis
* Develops employee teams
* Utilize Smart Suite to locate and explain to Customers the bag status
* Track and follow-up on baggage recovery actions
* Offer Customer immediate compensation for negligible disservice

## Qualifications for airport operations

* Experience supervising Union personnel a plus
* Experience working with various forms of payment (cash, credit cards, travelers checks)
* Strong quantitative, analytical, and problem solving skills, excellent organization abilities
* Experience working with MS Word, Excel, Outlook and Power Point
* Strong background & technical knowledge on fleet types operated and maintenance programs preferred
* 5 years in the aircraft maintenance industry required