



Employment Opportunity

The Argyle International Airport (AIA) Inc. invites applications from suitably qualified persons for the position of:

Human Resource Manager

Background: The AIA Inc. is seeking to recruit the services of a human resource manager to assist with recruiting and developing a team of young qualified individuals while ensuring that all airport and aviation operational standards are met and maintained.

The AIA Inc. is charged with the responsibility of managing St. Vincent and the Grenadines' first international airport at Argyle.

Function: To implement the strategic human resource objectives associated with the safe and secure operation of the AIA Inc.

Reports to: The Chief Executive Officer

Responsibilities

Under general supervision, this position is responsible for:

1. Planning and managing staff recruitment, training and development to ensure continuous capacity building and staff satisfaction.
2. Develop and manage general human resource policies and procedures including assisting with implementing the employee performance management system.
3. Manage all employee benefits and entitlements in accordance with established guidelines.
4. Maintain compliance with labor, OSH and other statutory requirements.
5. Manage the administration department to include document and employee records management along with staff supervision.

Required Training & Experience

- A masters degree in human resource management, a professional HR designation will be an asset.
- A minimum of five (5) years performing the HR function at a senior level in a firm of over 100 employees.
- A proven record of trust and confidentiality
- Proven ability of being an effective communicator

Remuneration: To be negotiated.

Applications should be addressed to: The Chairman, AIA Inc. P O Box 2312, Kingstown, ST. VINCENT
Or emailed to: chairman@svg-airport.com

Applications to be received not later than August 25th, 2017