Tirana International Airport SHPK ("TIA") is seeking for

**COMPANY DOCTOR**

who will report to the Director of the Airport Services Department of the company.

**Main tasks and responsibilities of the position:**

- Responsible for coordinating and supervising the First Aid Unit
- Provide medical and first aid assistance in the airport area
- Provide special assistance to all disabled and reduced mobility passengers to and from the aircraft
- Responsible for ensuring operability of all equipment and availability of all necessary stock of medications and uniforms
- Provide First Aid training to TIA staff
- Act as company doctor of the company and perform the periodic health examination for all the employees
- Responsible for completing the register of temporary disability at work, accidents’ and professional illnesses’ book
- Responsible to assist in emergency procedures in case of aviation accidents and fire emergency to the airport

**Requirements of the position:**

- Full studies at Faculty of Medicine
- Specialization in surgery/emergency/cardiology
- Licensed doctor
- Driving license
- At least 3 years of work experience as a doctor (preferably in emergency)
- Adept at Microsoft Office software
- Ability to lead, motivate and manage their team
- Ability to plan, organize and schedule activities of staff
- Ability to prioritize work and meet deadlines
- Very good communication and interpersonal skills
- Upper intermediate level of English language
- Ability to work in high pressure environment
- Very good time management skills
- Ability to apply strength to move and lift passengers with reduced mobility
- Committed to providing a high standard of service

To apply for the above mentioned position the applicants should complete the Application Form, which can be found in the following website: [www.tirana-airport.com](http://www.tirana-airport.com), and submit it together with a recent CV in the following address: human-resources@tirana-airport.com, or to the reception of the Administration Building (Rinas).

Closing date for application is **July 24th 2016**

Human Resources Department will contact only candidates selected from the documentation screening.