



Blackpool Airport Operations Limited

Department: Security

Job Description: Security and Operational Officer

Accountable to:

Security Supervisor/Security Manager

Scope of Job

Responsible for providing a security presence to ensure the safety of passengers as directed by the National Aviation Security Programme (NASP) and the CAA.

Core Competencies and Qualifications

Qualifications

- Level 1 Ground Security Operative Training (To be completed on the Job)

Knowledge and Skills

- Excellent Customer Service Skills
- Ability to adapt to varied duties
- Ability to work well within a team
- Able to demonstrate a positive approach to Company goals
- Ability to work on own initiative

Experience

- Experience in a customer faced environment is essential
- Previous aviation experience is desirable but not essential
- Previous security experience is desirable but not essential

Responsibilities / Tasks:

Operational

- The searching by hand or screening by archway metal detector, of personnel; the searching by hand, or scanning by x-ray equipment of baggage and the searching by hand or screening by metal detection equipment or scanning by x-ray equipment of freight as dictated.
- The searching of premises at Blackpool Airport
- Search comb and patrol duties
- Ensures the cleanliness of the Airport facilities and surrounding areas, including GA lounge.
- Responsible for assisting GA Pilots and processing payments
- To be fully conversant with the airports emergency procedures
- Any other duty required by the operational needs of the business.

Safety

- Operate within the Airport SMS procedure.
- To ensure knowledge and understanding of all appropriate safety responsibilities as detailed in the SMS and Aerodrome Manual.
- To carry out duties in a manner which minimises the incidents and accidents within your Department, particularly promoting a safe working environment.
- To advise your Manager of any safety occurrence or system failure and to identify and report any situation of potential risk or concern affecting safety of which they are aware.
- To report any safety occurrence or system failure and to identify and report any situation of potential risk or concern affecting safety of which they are aware.

Security

- To ensure knowledge and understanding of all appropriate security responsibilities as detailed in job description and other relevant policy documents.
- To ensure that standards set at security training courses are adhered to.

The above list is not exhaustive, due to business needs individuals may be required to carry out additional duties.

To ensure maximum efficiencies within the operation, flexibility is essential. Individuals will be required to assist in other areas.

Review By: Security Supervisor/Security Manager

Review Frequency: Annually

General Training: Airside Safety
Manual Handling
Fire Awareness
SMS

It is your responsibility to ensure your own health, safety and welfare and that of others who may be affected by what you do or do not do.

I have read and acknowledged the content of the above job description.

Agreed (Signature of staff member)

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Print Name

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Authorised by Security Supervisor/Security
Manager

.....

Date

Click or tap to enter a date.

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