



AIR TERMINAL SERVICES (FIJI) PTE LTD

Air Terminal Services [Fiji] Pte Limited is the region's leading ground handling provider of Passenger, Line Maintenance, Cargo and Ramp Handling, Cargo Sales, Cabin Cleaning and In-flight Catering Services. With 37 years of operating experience, we provide excellence in service through competent personnel with quality, safe and efficient practices; in line with the best interests of our customer goals.

ATS is an IATA – ISAGO registered ground service provider including ISO 9001 QMS and ISO 22000 Food Safety Management System certified. We have a dynamic and robust Integrated Aviation Management System (iAMS) that aspires to continuously improve Quality, Safety, Security and Efficiency.

ATS is an Equal Opportunities Employer. All selected applicants must pass drug & medical testing and police clearance before beginning work or receiving an offer of employment. Refusal to submit to testing will result in disqualification of further employment consideration. Costs incurred for these will be borne by the Company.

VACANCY NO:001/2019: CARPENTER

Duties and Responsibilities:

- ◆ Ensure that the general construction and repairs of buildings, residential properties, building structures and furniture are carried out in accordance with the Building Code and Standards in Fiji and to the best of the trade practices.
- ◆ Ensure that adequate building material is available for immediate and urgent building and furniture repairs.
- ◆ Relocation of office and residential furniture and equipment to other locations of the company premises.
- ◆ Ensure that all work related forms and documents are completed and filed accordingly.
- ◆ Provide general assistance to other staff of the Property Section.

Qualification:

- ◆ FSLC or equivalent.
- ◆ Carpentry and Joinery Trade Certificate
- ◆ Plumbing and leveling knowledge.
- ◆ Use electrical and pneumatic tools of the industry.
- ◆ Costing of minor construction and repair projects.
- ◆ Ability to interpret building and construction drawings.
- ◆ Have basic knowledge of safety in the building industry.
- ◆ Knowledge on new technology and building materials used in the industry.

Salary: In accordance with ATS/FASA Industrial Agreement.

Full Job Description Attached

Applications: Your application, including full curriculum vitae plus **CERTIFIED COPIES** of academic qualifications and transcripts must be forwarded in sealed envelopes marked:

“VACANCY NO. 001/ 2019: “Carpenter ”

and addressed to: **Manager Human Resources
Air Terminal Services (Fiji) Pte Limited
Private Mail Bag
NADI AIRPORT**

Applicants must also provide three references, one, of which must be from your present or immediate past supervisor and attach the signed referee reports with the applications.

Applications close on: 26 January, 2019 at 1700 hours

Air Terminal Services (Fiji) Pte Ltd thanks all applicants for your interest; however, only shortlisted candidates will be contacted.



RESPONSABILITIES, AUTHORITY AND COMPETENCE

Revision: 00
Date:

Job Title:	Carpenter		Code: 01 01 01
	Dependence:	Technical Services Department	
	Reports to:	Property Officer	
	Subordinates:	TA	
Job Objective: <i>Reason why?</i>	Engage in the construction, maintenance, repair or modification of buildings and residential properties, building structures, furniture and related duties thereto.		
Main outcomes: <i>(Key responsibilities & accountability - 8 to 12)</i>	1.	Ensures that the general construction, maintenance and repairs of buildings, residential properties, building structures and furniture are carried out in accordance with the Fiji Building Code and Standards and the Trades best practices.	
	2.	Ensures that adequate building material is available for immediate and urgent building and furniture repairs.	
	3.	Provides general assistance to other staff of the Property Section.	
	4.	Relocation of office and residential furniture and equipment to other locations with the company premises.	
	5.	Ensures that all work related forms and documents are completed and filed accordingly.	
Authority: <i>Main attributions and authorities</i>			
Job Requirements:	Qualification	Education:	Tertiary Education
		Training:	Carpentry and Joinery Trade Certificate
	Experience		
	Competence	Knowledge:	Ability to interpret building and construction drawings. Must have basic safety knowledge in the building industry. Must have some knowledge of the latest building materials and technology.
Technical Skills:		Setting up a building profile – Plumbing and leveling. Use electrical and neumatic tools of the industry. Costing of minor construction and repair projects.	
Non Technical Skills		Communications, Coordinating and Teamwork skills	
Attitudes:		Compliance & Result oriented	

Main Related Documents: Company manuals, Manufacturers maintenance manuals

Based at: Nadi Airport

Review by:

Aproved by:



RESPONSABILITIES, AUTHORITY AND COMPETENCE

Revision: 00
Date:

Review by:

Aproved by: