



Vacancy Announcement

Job Title: Chief Executive

Length: 3 years

Starting Date: After Selection

Job Title purpose and Scope

PIA Chief Executive will report directly to Prishtina International Airport (PIA) Board of Directors (BoD), and will be responsible for PIA overall Management, to include strategic development, financial and commercial developments, including PIA daily operations which offer optimal services for PIA consumers, Air Traffic Services, for Business partners and other parties in order to provide safe, efficient and constructive services according to the Company mission and Objective.

Chief Executive will also ensure that Implementation of PIA Safety Program is done in accordance with International Standards, Kosovo Legislation in force, and other criteria's defined from the state.

Scope of this position includes as follows:

- Policy Implementation and Administration
- Management and Supervision
- Coordination and Liaison

Policy Implementation and Administration

Act as a member of PIA BoD and execute on its behalf all directives, resolutions and its decisions:

- Give strategic recommendations and policies to PIA BoD, operational and investments budgets and Human Resource Plans and payment ranks (rewards).
- Ensures that PIA Safety Standards fulfil International criteria's in order to minimize any eventual risk for PIA Clients. In this context to ensure complete function of PIA Safety Management System.

Management and Supervision

- Responsible to supervise daily operation and maintenance of PIA equipment and services, including all activities regarding passenger treatment, Air traffic services, maintenance and supervision of all equipment related to the passengers aircrafts and cargo.
- Responsible to supervise and monitor quality of PIA services, report on the progress and give needed improvements in order to compare them with the levels of goals given by Management in cooperation with BoD.
- Supervise development and implementation of an overall marketing strategy which will help to achieve fulfilment of strategic vision for PIA which will put PIA in a leading position of all aviation services, aviation equipment and services in Balkan Region.



- Responsible to supervise planning and implementations of marketing promotion programmes and those related to aviation in order to extend all PIA offered services and company benefits.
- To be fully responsible and participate on PIA Commercial Developments, to attract wider traffic and cargo services also to investigate other sources of incomes like sales without custom tax (duty free), incomes from property rents, and concession quotes, always taking into consideration law, existing request, financial stability and possible return of expected investments.
- To further develop effective Management System of intervals in full cooperation with planned transport equipment (aircrafts) and those rents (charters), all this to minimize major traffic loads in the periods of flight peak, to ensure continuation of an optimal services for PIA clients, to satisfy specific requests for the overall improvements of the work inside PIA.
- To ensure Assets and Fund Management through delegated authorities and in accordance with rule in force and according to Management and Accountability of Public Finance.
- To ensure development and implementation of an effective program for public community affairs and to be focused on the promotions of PIA objectives.

Coordination and Liaison

- To represent PIA locally and Internationally especially in the regular meetings and meetings with PIA Operator Commission, Safety Commission and PIA International Commission.
- To act as a liaison between PIA and Civil Aviation Authority, Airport Operators and tenants, Airport public service department, Government of the Republic of Kosovo and KFOR for the issues related with service, operation and Airport developments.
- To appoint, develop and lead appropriate airport commission activities in fields like, safety of manoeuvring area, safety, equipment and Airport operations.
- To act as liaison with relevant representatives of Kosovo Republic Government and private companies or organizations to provide efficient and effective PIA Operations.

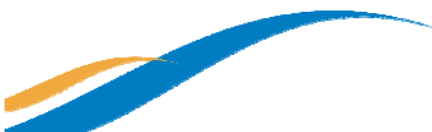
Criteria's/Professional Qualifications

Successful candidate for the position must be:

Person with known integrity which, in accordance with Law nr.03/L-087 for "Public Enterprises", article 17.1, meets requested qualification, and in accordance with article 17.2, paragraphs (d), (f), (j), (k) and (l) who will meet requested criteria's;

Successful candidate for the position must have :

- University degree in relevant field, business Administration, Economy, Finance, Engineering, Law or Aviation.
- At least 5 years experience in High Management level, in Aviation industry, Business Administration field, Cooperative Finance, Finance, Treasury Management, Banking, Business or Industry Consulting or have experience from other fields related to Airports commercial activities, or at least having 5 years experience on public accounting, qualified lawyer, or qualified member of any other profession that is closely related with commercial activities of AIRPORTS.



- To have an knowledge of documentation processing, manuals, annexes, recommended SOP of International Organization for Civil Aviation, especially in PIA and Air Traffic Services.
- To have a good knowledge of business and commercial issues in accordance with legislation of Kosovo Republic
- Self-Initiative, tact, being capable to maintain good working relations with coworkers, workers union, clients, superiors and Managing Staff.
- Excellent communication and negotiation skills
- Except the official language of Republic of Kosovo it is preferred that the candidate should know the English Language too.
- Capability to work in multi ethnic and multi cultural environment.

Required documents for Application:

1. PIA Application Form
2. CV
3. University Degree (copy)
4. Investigation Report (showing that person to apply is not under police investigation)
5. Birth certificate (copy)

PIA Application form can be downloaded in this web page, www.airportpristina.com , and to be delivered to Company Secretary Office, Ms Shqipe Devaja, in PIA JSC, MD Building, 10070 Vrellë, Lipjan, Kosovo Republic.

Deadline for the submission of application is from 12 January 2010 to 10 February 2010, 16:00 hrs.

