

# JOB POSTING



## Airport Duty Manager

Recognized as a Top Employer in Atlantic Canada from 2024 to 2026, the St. John's International Airport Authority (SJIAA) is a private, not-for-profit, non-share capital corporation that oversees the safe and efficient movement of people and goods at Newfoundland and Labrador's premier air transportation gateway. Our mission is to proudly connect Newfoundland and Labrador with the world.

SJIAA also received Airport Service Quality (ASQ) awards in both 2024 and 2025. These prestigious recognitions highlight our ongoing commitment to delivering an exceptional airport experience for passengers and for fostering economic growth and social well-being in the communities we serve.

### ACCOUNTABILITIES

Reporting to the Manager of Security and Terminal Operations this position is responsible for exercising sound judgement and leadership in ensuring airside safety, security, maintenance, and operational integrity of the airport and its facilities on behalf of senior management. The Airport Duty Manager is also responsible for monitoring service quality standards provided by both contracted and directly delivered services, in order to ensure high levels of customer service and safe and secure movement of the traveling public. Key activities include: gate assignment, operational control, incident investigation and emergency response co-ordination.

### IDEAL QUALIFICATIONS

- Diploma in aviation management or airport operations from a recognized post-secondary educational institution, in addition to high school completion
- Minimum of five (5) years experience in an airport operational role
- Extensive knowledge of airport operations, applicable legislation and regulations and emergency preparedness and contingency plans
- Proven ability to work as a member of a team and build effective working relationships with internal departments and external stakeholders
- Strong organizational and decision-making skills, demonstrated in both regular and emergency situations
- Excellent oral and written communication skills
- Ability to communicate orally in French at an intermediate level would be an asset.
- Demonstrated commitment to professional development and continuous improvement
- Must obtain and maintain a valid Airside Vehicle Operators Permit (AVOP).
- Must obtain and maintain a valid Restricted Area Identification Card (RAIC)
- Must be available for standby and overtime, as required.
- Must obtain or be in the possession of a Restricted Operator-Aeronautical - Radio Licence
- Consideration will be given to candidates with an acceptable combination of education, training and experience.

### APPLY TO:

People and Culture  
St. John's International Airport Authority  
careers@stjohnsairport.com

### CLOSING DATE: Friday, May 15, 2026

Successful applicants will be required to provide a satisfactory certificate of conduct. As this is a safety sensitive position, a drug and alcohol test will be required as a condition of employment.

We thank all applicants for their interest, but only those selected for an interview will be contacted.

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SJIAA is currently recruiting for one permanent full-time floater position and an eligibility list. The full-time position is a 40 hours per week average (rotating shift schedule including days, nights, weekends, holidays and primary relief for the ADM). The role is a unionized position with competitive pay and benefits, in accordance with the collective agreement.

SJIAA is an Equal Opportunity Employer. SJIAA is committed to inclusive employee recruitment and selection. SJIAA welcomes and encourages applications from people with disabilities. If you require an accommodation at any point during the selection process, please inform us as soon as possible and we will make every effort to fulfill your accommodation request.

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