

## **BAHL Job Description**

### **Job Title : Compliance Manager BAHL – Operations**

We now have an opportunity for a talented individual to join our team as Compliance Manager. In this role you will work within the organisation to drive service excellence across all aspects of the business, achieving continuous improvement in service standards for our customers and airline partners.

#### **Role Purpose:**

The Compliance Manager is responsible for the successful compliance management within the BAHL facility. This includes but is not limited to performance of KPIs set by the Station Manager, contractual compliance for BAHL customers, HSE compliance and Aviation Security compliance. The role reports directly to the Station Manager.

- Promote service excellence throughout BAHL
- Ensure company policies, processes and procedures are understood and followed
- Identify compliance issues with view for rectification, undertaking root cause analysis and implementing corrective actions
- Identify and develop best practice ideas and share within the HAE Group

#### **Responsibilities include (but are not limited to):**

- Training management and monitoring.
- Operational data capture and monitoring – as per SLA and SOP
- Compliance to CAA Regulations (incl. security management)
- Facility Compliance
- Cargo Screening – daily quality and compliance
- X-Ray equipment maintenance and servicing – contractual and pre use check
- 6 x 6 recurrent training
- Training - Manual handling and specialist equipment
- Deputising for the Operations Manager in his absence
- IT monitoring and reporting and liaison with IT Support
- Auditing, finance reconciliation and procurement

#### **Relevant Experience**

Ability to work unsupervised  
Ability to manage staff  
Excellent computer skills with knowledge of all MS applications

#### **General Experience**

5 years of work experience  
Knowledge of aviation industry (preferred)

Flexibility is essential and the successful candidate will have excellent people management skills alongside strong administration, communication, planning and organising attributes.

Salary – NEG (dependent on experience) + bonus

**If you are the right candidate and feel you can offer the skillset to thrive in this role, then please forward CV to [chris.clayton@haegroup.com](mailto:chris.clayton@haegroup.com)**



HAE · Cargo Terminal · Belfast International Airport  
Aldergrove · Belfast · Northern Ireland · BT29 4GB  
Phone +44 (0) 2894 459 449