



TRINIDAD & TOBAGO CIVIL AVIATION AUTHORITY

The Trinidad and Tobago Civil Aviation Authority (TTCAA) is mandated to regulate and administer a safe civil aviation system whilst ensuring that Trinidad and Tobago properly discharges its obligations under international civil aviation agreements and treaties. The TTCAA is seeking to recruit a suitably qualified person for the following position:

EXTERNAL ADVERTISEMENT FOR THE POSITION OF AVIATION SECURITY INSPECTOR

The incumbent is required to ensure the effective implementation, maintenance and continuous improvement of the Civil Aviation Security System for safeguarding civil aviation in Trinidad and Tobago through risk assessments, audits, inspections, tests and certification activities in accordance with the Trinidad and Tobago Civil Aviation Act (2001) and regulations made thereto, the National Civil Aviation Security Programme and the National Civil Aviation Security Quality Control Programme.

KEY RESPONSIBILITIES:

- Conduct aviation security audits, inspections, tests and risk assessments to determine compliance with and validate the effectiveness of the National Civil Aviation Security Programme; and determine compliance with aviation security regulations and approved Security Programmes.
- Maintain oversight of aviation security training providers to ensure compliance with the requirements of TTCAA-approved aviation security training programmes.
- Prepare and submit reports emanating from quality control activities, including reports on non-compliance findings and recommendations for corrective and/or enforcement actions in an efficient manner.
- Assist with the implementation and maintenance of the National Civil Aviation Security Quality Control Programme and make recommendations for amendment as needed.
- Provide technical guidance to Operators and other regulated entities as necessary to ensure regulatory compliance.
- Assist with research and the development of policies, procedures and forms / checklists in accordance with the National Civil Aviation Security Programme and the Trinidad and Tobago Civil Aviation Regulations (TTCARs).
- Keep abreast of global changes in the aviation security environment and make recommendations to improve / amend local aviation security regulations, policies and procedures as necessary.

- Review, approve and/or validate implementation of Operator Security Programmes.
- Implement and maintain the Certification System for Aviation Security Instructors, Screening Officers and Ground Security Coordinators.
- Assist in maintaining a Security Confidential Reporting and Analysis System to augment data analysis from all quality control activities.
- Analyse intelligence information which may have an impact on the aviation security industry to ensure appropriate countermeasures are implemented.
- Conduct investigations and write reports on aircraft incidents and accidents.
- Perform other duties related to the position from time to time assigned by the Manager Aviation Security and Facilitation, the Executive Manager Safety Regulation and/or the Director-General of Civil Aviation.

QUALIFICATIONS & EXPERIENCE:

- Five (5) CSEC / CXC / GCE 'O' Level subjects, including English Language and Mathematics and formal aviation security training from a recognized provider. Tertiary level qualifications will be an asset.
- Minimum of eight (8) years' experience in aviation security operations, three (3) of which should be as an Aviation Security Supervisor, Aviation Security Instructor or in Aviation Security Quality Control.
- Working knowledge of aviation security systems, international and national civil aviation legislation and documents.
- Sound working knowledge of relevant International Civil Aviation Organization (ICAO) Conventions and Annexes, Security Manuals / Documents and general international aviation security best practices.
- Certification as an Aviation Security Instructor by a recognized institution will be an asset.
- Ability to communicate effectively both orally and in writing
- Computer literate and proficient in the use of software applications, including Microsoft Word, Excel and PowerPoint.

Interested candidates should submit their application along with copies of all relevant qualifications/academic certificates by 30 January 2026 to ttcaacareers@caa.gov.tt.

Unsuitable applications will not be considered