



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:

ADVERTISEMENT FOR THE POSITION OF MANAGER AVIATION SECURITY AND FACILITATION

JOB SUMMARY:

The Manager Aviation Security and Facilitation is responsible for planning, coordinating and directing all aviation security and facilitation oversight activities to ensure compliance with the requirements of ICAO Annex 17, the security-related provisions of ICAO Annex 9, and civil aviation regulations, policies and programmes.

KEY DUTIES & RESPONSIBILITIES:

- Ensure the development, implementation and maintenance of the National Civil Aviation Security Oversight system in accordance with International Civil Aviation Organization (ICAO) Annex 17 and Trinidad and Tobago Civil Aviation Security Regulations.
- Plan, coordinate and direct all aviation security and facilitation oversight activities to ensure compliance with the requirements of ICAO Annex 17, the security-related provisions of ICAO Annex 9, and civil aviation regulations, policies and programmes.
- Coordinate aviation security and facilitation activities between government departments, agencies and other aviation stakeholders to ensure compliance with the National Civil Aviation Security Programme.
- Establish and coordinate activities of the National Civil Aviation Security Committee and the National Air Transport and Facilitation Committee.
- Liaise with international, regional and national aviation-related organisations, law enforcement agencies and aviation partners on aviation security and facilitation matters.
- Recommend approval of aviation security personnel, procedures and programmes in accordance with the National Civil Aviation Security Programme and Civil Aviation Security Regulations.
- Provide technical guidance on aviation security and facilitation matters to entities, organizations and other relevant stakeholders who are regulated under the Civil Aviation Laws of Trinidad and Tobago.
- Ensure aviation security surveillance activities are conducted to validate effectiveness of the National Civil Aviation Security Programme and maintain the highest standards of security.
- Investigate and analyse security incidents and breaches to identify root causes and implement measures to prevent recurrence.

- Maintain thorough training records, statistics and an appropriate database for information management.
- Manage and administer training projects through externally-accredited, internal-organised training programs.
- Notify concerned authorities of any changes or challenges that may affect civil aviation or national security.
- Perform other duties related to the position from time to time assigned by the Executive Manager Safety Regulation and/or the Director-General of Civil Aviation.

REQUIRED QUALIFICATIONS, EXPERIENCE & SKILLS:

- First degree in a related field such as Aviation, Management or Security or an equivalent combination of tertiary-level education with extensive related work experience.
- At least five (5) years' experience in a senior position within either the aviation security sector or a security-related sector.
- Working knowledge of aviation security standards and regulations, security audit and security programs.
- Certificate in an approved ICAO Aviation Security training program.
- Successful completion of the National Aviation Security Inspector Course.
- An advanced certificate in aviation security or advanced instructor technique course would be an asset.
- Knowledge of Trinidad and Tobago Civil Aviation Regulations (TTCARs) and relevant ICAO Annexes and Standards and Recommended Practices (SARPs).

Interested candidates should submit their application along with copies of all relevant qualifications/academic certificates by 13 March 2026 to ttcaacareers@caa.gov.tt.

Unsuitable applications will not be considered.