

# JOB DESCRIPTION

<b>Job Title</b>	National Air Logistics Director		
<b>Department Name</b>	Sea Logistics		
<b>Location</b>	Istanbul		
<b>Solid Line Manager</b>	CEO		
<b># solid line employees</b>	Air Logistics	<b># dotted line employees</b>	NA
		<b>Issuing Date</b>	16.09.2021
<b>JOB PURPOSE</b>			
<p>Air Logistics (AL) Director main mission is to manage the AL team, supervise the AL team, ensure efficient operation activities on a day-to-day basis, streamline operation activities, represents the company nearby key external stakeholders (namely customers and agents ), and promotes sales development. The objective of such mission is to retain and develop AL activities, ensure staff motivation, maximise results and achieve peak performance levels.</p>			
<b>MAIN RESPONSIBILITIES</b>			
<p>Evaluates employee’s performance and provides feedback and coaching as needed                  Recognise employee achievements and encourage excellence in the work environment                  Conducts regular sales and operations meetings                  Interacting with customers on a regular basis to ensure satisfaction, customer retention and business development                  Resolving customer problems as needed (within the defined escalation path)                  Assess market conditions and identify opportunities                  Draft forecasts and business plans                  Manage budgets and deadlines – ensures sales profitability and growth in line with agreed targets                  Decides on allocating resources                  Coordinate with other branches and with BU to share knowledge, plan activities, and achieve goals                  Ensure branch compliance with code of conduct, guidelines and with all applicable laws and regulations</p>			
<b>STAKEHOLDERS</b>			
<b>INTERNAL</b>		<b>EXTERNAL</b>	
Air Logistics			
<b>EDUCATION / DEGREE</b>			
		<b>MINIMUM</b>	<b>PREFERRED</b>
<b>Apprenticeship / Vocational Course</b>		<input type="checkbox"/>	<input type="checkbox"/>

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Bachelors / First University Degree	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Masters / Second University Degree	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Doctorate (e.g. PhD)	<input type="checkbox"/>	<input type="checkbox"/>	
Professional Certification	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
MBA or equivalent	<input type="checkbox"/>	<input type="checkbox"/>	
Other Degree / Diploma	<input type="checkbox"/>	<input type="checkbox"/>	
<b>EXPERIENCE</b>			
	<b>TIME IN YEARS</b>	<b>MINIMUM</b>	<b>PREFERRED</b>
Project Management Experience	<i>2 - 5</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
International Experience	<i>5 - 10</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Leadership Experience	<i>5 - 10</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>direct</i>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
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		<input type="checkbox"/>	<input type="checkbox"/>
<b>SKILLS &amp; EXPERTISE</b>			
		<b>MINIMUM</b>	<b>PREFERRED</b>
Able to function independently		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commercial focus		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Total overview		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Excellent oral/verbal skills		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pro-active		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Convincement and assertiveness		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Customer focus		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Empathy		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Analytical skills		<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>KEY ATTRIBUTES</b>			
Customer oriented			
Ability to analyses and judge			
Leadership skills			
Management performance			
Team work			
<b>LANGUAGES</b>			
	<b>PROFICIENCY</b>	<b>MINIMUM</b>	<b>PREFERRED</b>
English	<i>Fluent</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
<b>OTHER REQUIREMENTS</b>			

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<b>KN BEHAVIOURS</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
<b>Demonstrating Drive + Commitment</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Fostering Collaboration + Teamwork</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Driving Business + Solutions</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Championing Transformation + Innovation</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Developing Self + Others</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Delivering Customer Excellence</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>