



## VACANCY NOTICE

### Paphos Operations Manager

CTC-ARI Airports Ltd, part of the ARI group, the Company managing the Travel Retail & Duty-Free shop operations at both Larnaca and Paphos International Airports, invites applications for the recruitment of a Paphos Operations Manager, based at Paphos International Airport.

#### Purpose of Role

To plan, direct, and coordinate the operations of the Duty-Free Shops in Paphos Airport. Ensuring optimal performance, productivity, efficiency, and profitability through good management practices and strong leadership of the team.

#### Key Responsibilities

- Drive profitability and sales while optimising results through analysis and support.
- Propose measures to improve operational performance.
- Ongoing review of sales results versus targets and budget with Retail Sales Managers and the wider teams.
- Contribute to future development at strategic and operational levels.
- Propose and drive Paphos retail improvements along with warehousing and logistic improvements.
- Improve processes and policies in support of organizational goals. Formulate and implement departmental and organizational policies and procedures to maximize output. Monitor adherence to the Company rules, regulations, and procedures.
- Build and maintain a motivated and productive sales team environment.
- Develop through coaching and support, a high calibre retail leadership team.
- Work closely with the Retail and Marketing Manager to provide quality retail information relevant to budgets etc.
- Deliver on the promise of an exciting and engaging customer experience through a full campaign calendar of premium instore displays, events, and entertainment.

#### Person Specification – Requirements of the Role

- University degree or Diploma in Business Administration, Retail Management, or related field.
- Minimum 5 years of retail management experience
- Excellent command of Greek and English language
- Proficiency in Microsoft Office
- Excellent leadership, communication, and interpersonal skills
- Excellent report writing and analytical skills
- Ability to work under pressure
- Ability to multitask and prioritize daily workload
- Strong analytical and problem-solving skills
- Discretion and confidentiality



### **Applications**

Candidates may apply in writing through [Careers \(cy duty free.com\)](https://careers.cy duty free.com) or by submitting an application letter, their Curriculum Vitae and supporting documents to [careers@ctcari.com](mailto:careers@ctcari.com). All applications will be treated in strict confidence and should reach us the latest by **18<sup>th</sup> April 2024**. For any further enquiries, please contact Mrs. Maria Andreou on 24-841497/24-841400.