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| <b>Name of Bureau/Office</b>              | Air Transport Bureau (ATB)   |
| <b>Area of Assignment</b>                 | Implementation Support and Development –Security Section (ISD-SEC)   |
| <b>Location of Assignment</b>             | HQ Montreal  |
| <b>Reporting relationship</b>             | Chief, Implementation Support and Development Security Section (C/ISD-SEC)<br>Training Oversight Coordinator   |
| <b>Duration of Assignment</b>             | 6 Months   |
| <b>Detailed description of assignment</b> | <p>Under the supervision of the Chief, Aviation Security Audit Section (C/ISD-SEC), the intern will be expected to:</p> <ul style="list-style-type: none"><li>• Support in the Quality Assurance of AVSEC training material in response to development, revision and update of all of the AVSEC training material.</li><li>• Support in the development of database for AVSEC Certified Instructors based on new specialization initiatives.</li><li>• Support in the enhancement of the AVSEC Training Participants database, in response to Council decisions and implementation of regional AVSEC training initiatives.</li><li>• Assist in the confirmation (quality assurance) of translated AVSEC training material.</li><li>• Support in the development and coordination of briefing notes in</li><li>• Response to requests received through the office of the DD/ASF.</li></ul>  |
| <b>Educational requirements</b>           | <p>At the time of application, candidates are required to have completed or be enrolled in a graduate degree programme (second-level university degree or higher) in a field of study related to disciplines related to aviation, security, airport operations, training, communications or other related study.</p> <ul style="list-style-type: none"><li>• Applicants pursuing studies in countries where higher education is not divided into undergraduate and graduate stages should have completed at least four years of full-time studies at a university or equivalent institution towards the completion of a degree.</li></ul> <p><b>Language skills:</b></p> <ul style="list-style-type: none"><li>• Essential requirements: Fluent reading, writing and speaking abilities in English.</li><li>• Desirable requirements: A working knowledge of a second language of the Organization (Arabic, Chinese, French, Russian, or Spanish).</li></ul> |