

**ANA Paris Charles de Gaulle Airport Passenger Service Staff**

<b>JOB TITLE</b>	Passenger Service Staff
<b>LOCATION</b>	Paris Charles de Gaulle Airport
<b>Duties and Responsibilities:</b>	<ul style="list-style-type: none"> <li>- Provide customer service and assistance in a professional manner and based on the Company's manuals and standard operating procedures.</li> <li>- Maintain the highest standards of safety and security at all times.</li> <li>- Supervise outsourcing companies (contracted companies) handlings; Control and evaluate delivered performance and quality (passengers' handling, baggage, catering, cabin cleaning, security, hotel accommodation, handling of Invoices, and other miscellaneous outsourced services).</li> <li>- Enhancement and pursuit of quality improvement cycle based on reports and performance (outsourcing companies' performance, internal Team's performance)</li> <li>- Enhancement and management of effective operations, workstyle and services accordingly to changing environment and evolving DX (Digital Transformation).</li> <li>- Coordination, co-work with overall Airport departments; Marketing &amp; Sales Departments including call centers (Pre-travel / Post-travel related departments) and Administration.</li> </ul>
<b>KNOWLEDGE, QUALIFICATIONS &amp; SKILLS</b>	<ul style="list-style-type: none"> <li>- Work permit in France holder is favourable.</li> <li>- Sympathize ANA's corporate philosophy.</li> <li>- Friendly and outgoing character, team spirit, and customer oriented.</li> <li>- High flexibility and ability to work under stressful situations.</li> <li>- Has Quality mindset through critical thinking and analysis skills</li> <li>- Japanese language skills required as native level (speaking and writing).</li> <li>- English skills for business communication, French favorable.</li> <li>- Skills of using Microsoft office, Google Workspace.</li> </ul>
<b>Salary</b>	- Commensurate with experience and ability.
<b>Day off Annual leave</b>	<ul style="list-style-type: none"> <li>- Working in shift based on the flight schedule of Paris Charles de Gaulle Airport route.</li> <li>- *As of today; 12:30-20:30 (incl. lunch time)</li> </ul>
<b>Working Hours</b>	<ul style="list-style-type: none"> <li>- 151.67 hours/month and 7 hours /day maximum, lunch time 1 hour.</li> <li>- Office is located near Paris Charles de Gaulle Airport.</li> </ul>
<b>Benefits, conditions and regulations</b>	<ul style="list-style-type: none"> <li>- All the benefits, conditions and regulations enumerated in the Company Rules (dependent on local employment customs and legal requirements in each country) are applicable.</li> <li>- There is a possibility of transfer to other sections.</li> </ul>
<b>How to apply</b>	- The CV (not necessary to fill the all information however refer the page.2 style) is to be submitted in French or English to "ml_notice_parisrecruit@ana.co.jp"
<b>Closing Date</b>	<ul style="list-style-type: none"> <li>- TBA</li> <li>- *The closing timing is subject to change without notice</li> </ul>
<b>Others</b>	-

Photo

NAME  
HERE

JOB TITLE HERE

## PROFILE

Want to put your own image in the circle? It is easy! Select the image and do a right mouse click. Select "Fill" from the shortcut menu. Choose "Picture..." from the list. Navigate your computer to get the appropriate picture. Click okay to insert your selected image.

Once your image has been inserted, select it again. Go to the Picture Tools Format menu. Click on the down arrow below "Crop" and select "Fill" from the list. This will auto adjust your image to crop to the image. You can click and drag your image to place it appropriately.

## CONTACT

PHONE:  
678-555-0103

EMAIL:  
[someone@example.com](mailto:someone@example.com)

Address:  
Commune, post code

Date of Birth:  
DD/MM/YYYY

## HOBBIES

Hobby #1  
Hobby #2  
Hobby #3  
Hobby #4

## EDUCATION

[School Name]

[Dates From] - [To]

[It's okay to brag about your GPA, awards, and honors. Feel free to summarize your coursework too.]

[School Name]

[Dates From] - [To]

[It's okay to brag about your GPA, awards, and honors. Feel free to summarize your coursework too.]

## WORK EXPERIENCE

[Company Name] [Job Title]

[Dates From]–[To]

[Describe your responsibilities and achievements in terms of impact and results. Use examples but keep in short.]

[Company Name] [Job Title]

[Dates From]–[To]

[Describe your responsibilities and achievements in terms of impact and results. Use examples but keep in short.]

[Company Name] [Job Title]

[Dates From]–[To]

[Describe your responsibilities and achievements in terms of impact and results. Use examples but keep in short.]

## SKILLS

