

# CAREER OPPORTUNITY

## **Operations Officer – Cargo Services**

(Ref: OOC/26/007)

Air Mauritius Ltd, the national airline of Mauritius, is seeking to recruit passionate, dynamic and highly motivated candidates to fill in the position of Operations Officer – Cargo Services. If you are committed to excellence and eager to make a difference in the aviation industry, we welcome you to apply for the above post.

The duties and responsibilities will include the following inter-alia:

- General Acceptance of cargo and mail
- Ensure the build-up of cargo Unit Load Devices (ULDs) according to each airline regulations and aircraft characteristics
- Prepare documentation for the dispatch of cargo and post office mail by air, and ensure proper recording and filing of documents
- Reply to customers' queries with regard to the handling of cargo and assist with customers' complaints
- Carry out proper and accurate transmission of all necessary information concerning the movement of cargo and post office mail to concerned parties
- Take charge of a team of cargo attendants while on shift and supervise duties assigned to them.

### **PREREQUISITES:**

#### **EITHER**

A. Higher School Certificate (HSC) or General Certificate Education (GCE), with 2 subjects at Advanced Level, obtained at one and same sitting or an equivalent qualification from a recognised institution **with** 2 years working experience

#### **OR**

B. School Certificate (SC) or General Certificate Education (GCE) "O" level, with credits in 5 subjects obtained at one and same sitting or an equivalent qualification from a recognised institution **with** 3 years working experience

### **OTHER REQUIREMENTS:**

- Strong analytical and organisational skills
- Knowledge in IT systems and software applications
- Ability to work within tight deadlines
- Good communication and interpersonal skills
- Proactive and team player
- Problem solving skills
- Ability to work on a shift system including weekend and public holidays

### **APPLICATION PROCEDURE:**

Interested candidates meeting the requirements are invited to send their application addressed to the Senior Human Resources Business Partner, by registered post together with the following documents:-

1. Motivation letter
2. Resume/CV
3. [Company's prescribed form](#)
4. A photocopy of National Identity Card
5. Copy of educational certificates with letters of equivalence from National Equivalent Committee (where applicable)
6. Documentary evidence relating to work experience

**Postal address**

Talent Acquisition Section  
Air Mauritius Ltd  
16th Floor, Air Mauritius Centre  
President John Kennedy Street  
Port-Louis  
Mauritius

**Deadline for submission:** Monday 01 June 2026 at 16h00 local Mauritius time (equivalent to 12h00 UTC)

**Note 2:**

- Job Reference “Ref: OOC/26/007” should be specified on the envelope and the application form.
- Selected Candidates will be required to undergo a full medical examination to assess their suitability and asked to submit a certificate of character as per the Company Policy.
- Applications received incomplete or after the closing date will not be considered.
- Canvassing in any form will entail disqualification from the selection process.
- Applicants should be Mauritian Nationals and able to live and work in Mauritius.

The Company reserves the right:

- to call only the best qualified candidates for the selection exercise/s which may involve aptitude/situational tests, presentations/interviews or any other assessment tools.
- not to make any appointment following this advertisement.

***An Equal Opportunity Employer***  
[airmauritius.com](http://airmauritius.com)

