

WE ARE HIRING AN INTERNATIONAL LIAISON OFFICER

/// OUR COMPANY

GEOS Atlas (the trade name of Sentinel Atlas) is a private security, safety and consulting company specialised **in diplomatic security**. In 2022, Sentinel Atlas joined the **French group GEOS (ADIT Group)** and became the group's reference company for Embassies, governments and international organisations deployed in some of the world's most sensitive areas.

The company is **based in Malta**, from where we carry out back-office and consulting activities. Our headquarter is manned by teams of **young experts who have gained responsibilities through hands-on experiences**. We take pride in being an equal opportunities employer and strive to maintain a **diverse and inclusive work-environment**.

/// TASKS & RESPONSIBILITIES

The **International Liaison Officer** is part of the **Operations and Commercial Team**, which is placed under the supervision of the Deputy Managing Director in charge of Business Operations. The International Liaison Officer **ensures a smooth service delivery** by being the focal point of contact between our headquarter, local providers and clients:

> **Business Development:**

- Drafting commercial offers and brochures
- Local partners and client prospection

> **Operations Coordination:**

- Supervision and quality control of static and dynamic security set-ups
- Drafting and updating operations-related documentation (procedures, records and reports)
- Coordinating mission-related logistics (air transfers, accommodation, equipment, tracking monitoring, etc.)

> **Clients and partners' liaison:**

- Performance monitoring of partner companies and subcontractors
- Participation in clients' meetings, whether remotely or on ground, alongside seniors
- Ensure a smooth communication between our headquarter, local partners, and clients

/// CONTRACT & BENEFITS

> **6-months** contract with an option for **renewal upon performance**

> Remuneration based on **candidate's experience and profile**

> Assignment initially located in **Malta** with regular deployments and potential relocation in other countries depending on operational developments.

> Free **accommodation** (or equivalent allowance), round-trip **flight ticket** for the assignment period, **accident and repatriation insurance**

/// YOU ARE A MATCH IF YOU...

> Already **have a first professional experience** in the security and risk management industry

> Have an excellent mastery (C1 level minimum) of both **English and French**

> Thrive in **fast-paced work environments** where you simultaneously follow-up a variety of **projects** with a **young and growing company**

> Have a **strong sense of commitment** and are willing to **challenge yourself** by progressively taking-on further responsibilities

> Are a **fast learner** with an **eye for detail** and **solid organizational skills**

> Are **eligible to work in the EU**, willing to **relocate in GEOS Atlas' areas of operations** and remain available to travel regularly in other countries when deemed necessary

/// TO APPLY

- > Send cover letter and CV at: atlas-recruitment@groupegeos.com

