

# 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

Based in Malta and Egypt, 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 prospectation

### > 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

## 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**
- > Have a **solid knowledge of the Middle East region** and its security environment
- > 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

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

## TO APPLY

- > Send cover letter and CV at: [atlas-recruitment@groupegeos.com](mailto:atlas-recruitment@groupegeos.com)

