



JOB OPPORTUNITY

Data Support Analyst

The Saint Lucia Air and Sea Ports Authority (SLASPA) is seeking a suitably qualified person to join its team as a **Data Support Analyst**.

EMPLOYEE SPECIFICATIONS

DEPARTMENT: Marketing, Business Development and Customer Care
LOCATION: SLASPA Headquarters
EMPLOYMENT CATEGORY: Permanent

QUALIFICATIONS

Bachelor's Degree in Economics, Statistics, Information Systems, Business Analytics or a related field, plus three (3) years' experience in data analysis, database administration or reporting.

JOB SUMMARY

The job holder provides data management, systems administration and reporting support to the Commercial Finance Analyst and the wider Marketing, Business Development and Customer Care Department. This includes maintaining departmental databases, administering the Cobblestone Property Management system, and producing recurring statistical reports and dashboards used for planning, forecasting and business decision-making.

For more information regarding the post please visit SLASPA's website at www.slaspa.com.

METHOD OF APPLICATION

Applications should be accompanied with certified copies of certificates and should be addressed to:

Senior Manager – People & Culture
Saint Lucia Air and Sea Ports Authority
Manoel Street
P.O. Box 651
Castries
St. Lucia

Or emailed to vacancy@slaspa.com

The **Authorized SLASPA Application Form** **MUST** be used for all applications and **MUST** clearly be marked with the appropriate position being applied for.

**Deadline for submission of all applications is
28th September 2026 at 4:00 pm.**

Please note:

1. Only Applications submitted on the **SLASPA Application Form** will be considered.
2. Only Applications with certified copies of certificates will be considered.
3. Only Candidates who meet the requisite qualifications and requirements will be shortlisted for the selection process. Only those who meet the requirements will be contacted.

Position _____

Personal Information				
Last Name:	First Name	Middle Name	NIC#	Email Address:
Address:		Mailing Address (if different)		Telephone (s) #
Date of Birth:	Place of Birth:		Nationality:	
Next of Kin (or nearest relative) Name: _____ Telephone Number(s): _____ Current Address: _____				
Job Interest				
Date available for work: _____ Salary Expectations: _____ How did you hear about this position? _____ Are you related to any employee of the Authority? Yes No State name and relationship: _____				
Prior Work Experience				
Please include part time employment.				
	Current or Most Recent	Job Experience 1	Job Experience 2	Job Experience 3
Employer				
Address				
Telephone Number				
Name of Immediate Supervisor				
Dates of Employment				
Position/ Job Title				
Reason for leaving				
May we Contact				
Have you previously applied for employment with this company? If yes, explain				

Have you ever worked with this company before? If yes, explain

Do you have any medical or other conditions that will prevent you from attending regularly and from performing the job satisfactorily?

Have you lived outside of St. Lucia? If yes, specify timeline(s) and Location(s)

Have you ever been charged with and /or convicted of a criminal offence in any country? If yes, details

Education and Training

	Name & Location	Last Year Complete	Degree	Certificates
Secondary School				
College / University				
Other				

Are you pursuing further or planning to do so in the next year? Yes No

If Yes, explain

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Business References

1. Name		Position	
Company Name		Address	
Telephone Number		Years Known	

2. Name		Position	
Company Name		Address	
Telephone Number		Years Known	

By signing, I hereby certify that the above information, to the best of my knowledge, is correct. I understand that falsification of this information may prevent me from being hired or lead to my dismissal if hired.

Signature: _____

Date: _____

For Human Resources Department Only

	1 st Interview	2 nd Interview
Panel Members Names		

Employment Status:

Date of Employment: _____

Salary: _____

Department: _____

Employee No.: _____

Approved by: _____

Comments:

Temporary	Probation	Full Time
Consultant	Part Time:	Date: