

Application procedure

From application to recruitment by Flughafen Wien AG

Applicants will be informed of the progress of their application during the selection procedure. The entire process lasts around twelve weeks, depending on the selection method chosen.

Preparation of search strategy and suitable selection method

The Human Resources department drafts a detailed requirement profile together with the specialist departments, determines the optimum search strategy and a suitable selection method, availing itself of various instruments including multi-stage interviews, tests, individual assessments, case studies with presentations and hearings, and collaboration with personnel consultants.

The search begins in Vienna International Airport itself with an internal vacancy notice so as to enable our employees to make use of the internal job vacancy market.

Your application arrives with us

After your application for a particular position or for an interview has arrived with us, we contact you either in writing or by telephone.

You visit us

After we have compared your application with the job profile and/or discussed it with the specialist departments and determined that it meets the requirements, we invite you to participate in a suitable selection procedure.

The interview is normally carried out by the prospective supervisor concerned and a member of Personnel Development.

Members of the Human Resources department and the specialist department are present as observers in the assessment centre and hearing.

Short list

After the interview / test / assessment centre a second interview is arranged. The best candidate is presented to the team and/or department head.

All other applicants are notified without delay of the outcome of the selection process either in writing (by e-mail or post) or by telephone.

Security check in accordance with Regulation (EC) No. 2320/2002

Every new employee of Flughafen AG must undergo a security check in accordance with the EU regulation.