



ICTS (IRELAND) Limited



#JOB-2460623



ICTS (UK & IRELAND) LIMITED, Terminal 1,
Office 15, 2nd Floor, Link Building, Dublin
Airport, Co. Dublin, K67 A0K7



No of positions : 1



Paid Position



40 hours per week



35000.00 Euro Annually



06/08/2026



03/09/2026

How to apply

Application Method :

Not available



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online



Talent Operations and Compliance Specialist

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Key Responsibilities:

Manage full-cycle recruitment for assigned client accounts, advising hiring managers on workforce requirements, sourcing approach and candidate selection from requisition through to offer.

Partner with hiring managers and client leadership across the portfolio to define workforce requirements and shape recruitment strategy aligned to each client's business objectives.

Assess recruitment pipeline progress across assigned accounts and advise stakeholders on delivery risks, providing forecasts against agreed timelines.

Assess pre-employment risk and determine screening outcomes, verifying professional references and applying client and legislative requirements to each case.

Evaluate right-to-work eligibility and monitor visa and employment permission status for assigned clients, identifying and advising on compliance risks across the employment lifecycle.

Contribute to improvements in onboarding and workforce compliance processes for assigned clients, recommending changes to screening and permission-tracking practices.

Produce and interpret quarterly workforce and recruitment analytics across all clients, delivering strategic insight to inform business planning and decision-making.

Assess handling of employees and compliance with information against GDPR requirements and advise on appropriate access controls for assigned accounts.

Assess compliance documentation against audit and regulatory requirements, identifying and resolving gaps ahead of client reviews and inspections.

Build and sustain strategic relationships with corporate clients, regulatory authorities and external partners to assure compliant, effective workforce delivery.

Conduct pre-employment screening for aviation-sector clients under Annex II of Commission Regulation (EU) 2015/1998, assessing five-year employment history, candidate identity and criminal record disclosures.

Liaison with relevant agencies as part of the candidate screening process, coordinating reference and background checks for candidates from non-EEA jurisdictions.

Assess and resolve complex candidate cases involving international employment history,

employment gaps and disclosures, applying employment risk-assessment criteria and sound recruitment judgement.

Ensure screening decisions and their supporting rationale meet GDPR and aviation-client evidential standards for client and regulatory review.

Working Hours: 40 Hours Per week

Annual Salary: 35,000.00

Company: ICTS (Ireland) Limited

Job Location: Office 15, 2nd Floor, Link Building, Terminal 1, Dublin Airport, Dublin, Ireland K67 A0K7

Start date: 28/09/2026

- This vacancy is suitable for Remote/Blended working
- **Sector:** administrative and support service activities

Career Level

- Executive