

PILOT / ASSISTANT HARBOUR MASTER

Salary: up to £69,074 pa including allowances, when fully authorised.

Salary Breakdown:

- **Salary – pay band 12, £44,862 to £48,874 pa**
- **Pilotage Act Fees are paid once authorised and this is an average of £20,200 pa, - (this figure is not guaranteed as it is dependent on the number of acts undertaken). This gives a gross salary of £65,062 - £69,074 pa**

Hours: It is not practical to define the length of the working week for an individual employee within the Pilotage Service. In order to meet the needs of the service, Pilots are required to work variable hours.

Day / night roster for two weeks on, followed by two weeks off

Permanent

Reports to: Harbour Master (HM)

What is the job?

You will undertake marine pilotage as an authorised pilot of Portsmouth Competent Harbour Authority (CHA). You will contribute fully to the safe and efficient running of the pilotage service and undertake Port related practical and administrative duties consistent with the role of Assistant Harbour Master. This will also involve assisting in the operational management of Portsmouth International Port (PIP) and assisting / deputising for the Harbour Master as required whilst on duty. Pilots work a 2 weeks on/off roster pattern, but may be expected to cover leave or occasional busy periods on the 2 weeks off. Additional Annual leave is offered above the rostered time off.

The main duties are:

- To undertake pilotage as an authorised pilot, to provide safe and efficient pilotage for Portsmouth CHA.
- To provide the Master of a vessel being piloted, with the necessary local knowledge and relevant information.
- To undertake Port related duties consistent with the role of AHM to include but not limited to maintaining navigational information, record keeping, project work, emergency response etc.
- To assist the HM as required in Port marine matters – pilotage exemption examinations, moorings, licensing, Port Marine Safety Code, etc
- Required to be proficient in all skills and competencies needed to achieve full authorisation as a Pilot and to carry out the duties of the post.

- Provide liaison with all Port Users e.g. shipping companies, ships captains, statutory authorities etc. as required.
- Required to comply with all PIP and PCC policies and procedures, also all quality standards.
- Undertake any other tasks that may be reasonably allocated by PIP.
- This is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances.

Who is the person?

- You should hold a STCW II/2 Master/Chief Mate (Unlimited) Certificate of Competency or equivalent, or an existing pilotage authorisation from Portsmouth or other district.
- Applications from previous Royal Navy Officers also welcomed with FNO/SPEC(N) qualifications.
- Ship-handling experience in pilotage waters including pilotage and berthing
- Hold a GMDSS certificate, a VHF short range certificate, an ENG1 Seafarer's Medical certificate and an appropriate level of fitness.
- Be able to demonstrate your experience in ECDIS, ship to ship and ship to shore communications, and the maintenance of navigational charts / publications.
- Have a comprehensive knowledge of the Pilotage Act 1987, Merchant Shipping regulations and the Oil Pollution Preparedness Response regulations.
- Hold some evidence of your continuing professional development as a Deck Officer or Pilot – eg. manned model, bridge simulator and ARPA training.
- Have a flexible approach to your working hours, and be able to work within a roster with the other Pilots in order to cover the full 24 hours a day, 7 days a week including evenings, weekends and public holidays.
- You must live within 20 miles of Portsmouth International Port in order to be able to respond within the minimum 90 minutes notification of request to take an authorised Pilot.
- Be computer literate and confident with the entry and retrieval of data.
- You must be customer focused and be able to demonstrate your ability in communicating with people at all levels within the organisation as well as with external customers and the general public.

How to apply: Please see attached documents at the bottom of the Job page and ensure you fully read and follow the guidance so you fully demonstrate how you meet the points on the job profile. **PLEASE DO NOT JUST SUBMIT A CV.**

All employees and third parties working at the Portsmouth International Port are subject to a Substance Misuse - Drug & Alcohol Testing Policy and the Port reserves the right to carry out with cause and random testing.

General Data Protection Regulation (GDPR)

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

You must demonstrate you have the right to work in the UK to be offered a role with Portsmouth City Council.