

**Portland Harbour Authority – Person
Specification**

POST

MARINE OFFICER – [Shift]

	ESSENTIAL	DESIRABLE
<u>Qualifications</u>	<ul style="list-style-type: none"> • RYA Powerboat (Advanced) Certificate • First Aid at Sea • VHF Short Range Certificate 	<ul style="list-style-type: none"> • Boat Masters Certificate • Commercially Endorsed RYA certificate. • Level 2P Oil Pollution Certificate • Sea Survival Certificate • GMDSS Certificate
<u>Experience</u>	<ul style="list-style-type: none"> • Good working knowledge of electronic navigational and chart systems. • Good Understanding of small boats • Basic knowledge of commercial shipping requirements. • Operation of marine craft in challenging weather conditions both by day/night • Excellent boat handling skills 	<ul style="list-style-type: none"> • Understanding of Harbour Marine Operations and activities • Previous experience of harbour and marine operations
<u>Specialist Skills and knowledge</u>	<ul style="list-style-type: none"> • Knowledge of harbour and marine operations • Computer Literate • Good working knowledge of Microsoft Office, Outlook and previous experience of database systems. 	<ul style="list-style-type: none"> • Good working knowledge of E-Mail based systems, in particular Microsoft Outlook. • Small Boat maintenance (Mechanical or Electrical)

<u>General Skills and Abilities</u>	<ul style="list-style-type: none">• Excellent inter-personal skills• Good oral communication skills• Decision maker / problem solver• Able to work on own initiative• Take control of situations effectively, efficiently• Drive and commitment	<ul style="list-style-type: none">• Planning Ability
<u>Physical/Circumstances</u>	<ul style="list-style-type: none">• Flexible approach to working hours with ability to accommodate unsociable hours, including evenings, weekends and bank holidays.• Ability to work 12 hour shifts• 30 Minutes travelling time from the Port	