



## POSITION DESCRIPTION

<b>Job Title:</b>	Marine Pilot Trainee	<b>Date:</b>	September 2017
<b>Job Holder</b>	Numerous	<b>Supervisor Name:</b>	Peter Domigan
<b>Department:</b>	GMPS	<b>Supervisor Title:</b>	Manager – Pilotage Services

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### 1. Job Purpose Statement

Conduct safe and efficient pilotage of vessels in the Gladstone region through the direct application of a high level of ship handling skill, local port knowledge and general maritime expertise.

### 2. Job Accountabilities

- Undertake training to gain a valid pilot licence and area endorsement, and to perform the duties of a pilot to meet the operational demands of the region.
- Conduct safe and efficient pilotage of vessels in regional ports through the direct application of a high level of ship handling skill, local port knowledge and general maritime expertise.
- Undertake safety training, updating and familiarisation and marine emergency.
- Assist in the overall task of port pilotage management, including completion of appropriate documentation and logs in a timely manner.
- Work a roster specific to Gladstone region and form part of a team of pilots that work together to deliver pilotage services.
- Progress through a number of competency levels as professional skills and port specific knowledge is developed to the level of Senior Marine Pilot.
- Work towards achieving financial responsibility through identification of cost saving measures and effective utilisation of resources
- Comply with and lead by example GPC's values and behaviours:-
  - *Sustainability* - We preserve the inherent worth of Port assets for future generations. We protect the health and safety of our people, the environment, and our community. We engage with and contribute to the communities in which we operate.
  - *Excellence* - We continually strive for excellence in all that we do and constructively challenge for a better way. We are open to learning and appreciate that shared knowledge and innovation are essential to our growth.
  - *Customers* - We serve our customers and the Port community with pride and passion. We respond with urgency, anticipate their needs, and exceed their expectations.
  - *Respect* - We build relationships based on equality, dignity, honesty and trust. In all our dealings we strive to be friendly and courteous, as well as fair and compassionate.
  - *Empowerment* - We support and empower people to give their best and reach their potential. We fully apply our skills and capability, are accountable in our actions, and perform to the best of our ability.
  - *Teamwork* - We are one company, one team. We work together to achieve our objectives.
- Comply with relevant policies, standards and procedures in the workplace.

### 3. Decision Making Authority

As in accordance with company policy/systems:

- Access necessary information, obtain resources and use of facilities or equipment needed to carry out the work of this role



#### 4. Job Challenges & Impact

- Maintain and enhance relationships throughout GMPS, GPC and with customers
- Operate effectively in an environment where there are conflicting demands on resources.
- Develop effective communication networks and techniques to provide information to relevant stakeholders

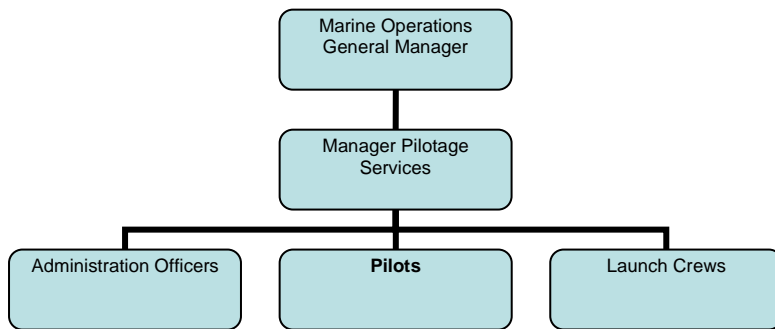
#### 5. Key Relationships

Liaise with ships masters, operators, agents, port authorities, regulatory bodies and providers of marine safety services concerning shipping in the regional ports.

#### 6. Level of Supervision

Direction is provided on the tasks to be undertaken with some latitude to rearrange sequences and discriminate between established methods. Guidance on the approach to standard circumstances is provided in procedures, guidance on the approach to non-standard circumstances is provided by a supervisor. Checking is selective rather than constant.

#### 7. Organisation Chart



#### 8. Formal Qualifications required for the position

- A valid unrestricted Master Class 1 Certificate of Competency or Master Unlimited Certificate recognised by the Australian Maritime Safety Authority (AMSA)
- Valid motor vehicle licence

#### 9. Required Experience, Knowledge and Personal Attributes

It is **essential** for the job holder to demonstrate the following:

Competency	Description
1. Experienced master mariner	<ul style="list-style-type: none"> <li>• Understands and applies experience master mariner capabilities ideally with ship handling experience as Master or Pilot.</li> <li>• Displays skills necessary to conduct safe and efficient pilotage of ships.</li> <li>• Understands and manages risks, taking the necessary action to mitigate these when appropriate.</li> </ul>
2. Pilotage in Queensland regulatory framework	<ul style="list-style-type: none"> <li>• Demonstrates knowledge of the regulatory framework pertaining to Pilotage in Queensland.</li> </ul>
3. Social Processing	<ul style="list-style-type: none"> <li>• The ability to achieve personal goals in social interaction while simultaneously maintaining positive relationships with others over time and across situations.</li> </ul>
4. Problem Solving	<ul style="list-style-type: none"> <li>• The ability to reason, think analytically, conceptually and laterally in order to solve problems and take appropriate decisions.</li> </ul>



Competency	Description
<b>5. Driving for Results</b>	<ul style="list-style-type: none"><li>• The ability to overcome obstacles to achieve results, bring ideas into action, and 'push forward' with energy, enthusiasm and urgency.</li></ul>
<b>6. Modelling GPC's Values and Behaviours</b>	<ul style="list-style-type: none"><li>• The ability to comply with and embed GPC's values and behaviours in all aspects of work.</li></ul>