



## POSITION DESCRIPTION

# Trainee Marine Pilot



Gladstone Marine Pilot Services



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### Trainee Marine Pilot

<b>Position Number</b>	<b>1984</b>
<b>Position Status</b>	<b>Permanent Full Time</b>
<b>Position Supervisor</b>	<b>Manager Pilotage Services Gladstone (1963)</b>
<b>Department</b>	<b>Port Strategy and Development</b>

### Job Context

Gladstone Ports Corporation (GPC) manages and operates three ports, involving a number of differing work sites. GPC, and its wholly owned subsidiary Gladstone Marine Pilot Services Pty Ltd (GMPS), employ a diverse workforce of over 750 employees operating across multiple functional areas on a 24hr, 7 day basis.

The Port Strategy & Development department is accountable for the development, implementation and management of GPC's port services including pilotage, vessel schedules, Port of Bundaberg and Port Alma centres, Environment, Port Security and the provision of engineering services to facilitate GPC's future development and growth.

### 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.

### 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;
- Undertake Continuous Professional Development training as stipulated by the regulator and required by GMPS to ensure maintenance of the highest professional standard in pilotage;
- 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 all the Health, Safety and Environment management system requirements;
- Comply with GPC's Code of Conduct and lead by example GPC's values and guiding principles:  
**Growth, Prosperity, Community**  
Our values represent the essence of our organisation. They are deeply held convictions, priorities, and underlying assumptions that influence our attitudes, behaviours and shared beliefs – why we are here, what we stand for and what we will strive for “together”.
- Comply with GPC's policies, standards and procedures in the workplace.



## Decision Making Authority

As in accordance with company policy/systems:

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

## Job Challenges & Impacts

- 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.

## Key Relationships

### Internal

- GMPS Pilots and Transfer crew
- GPC employees as required

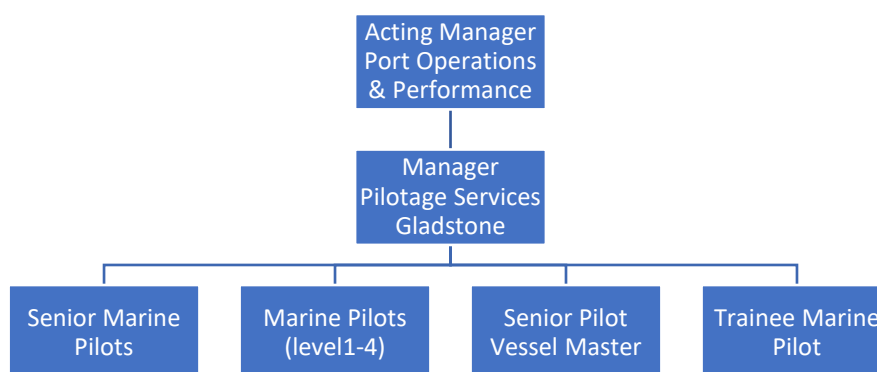
### External

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

## Level of Supervision

Direction is provided through collaboration on strategies and initiatives with expectation that the incumbent will be autonomous and show initiative. The role will maintain constant contact with the Manager Pilotage Services to ensure that the approach remains relevant to the Department and the overall organisation.

## Organisation Chart



## Formal Qualifications

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



## Selection Criteria

Candidates, please provide detailed examples of how you exhibit the experience, knowledge, and skills required for the position when preparing responses to the selection criteria. Please refer to our Job Applicant Guide for instructions on how to respond to the selection criteria.

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. Safety	<ul style="list-style-type: none"><li>• Ability to proactively promote, influence and engage in a positive safety culture.</li></ul>
4. Communication	<ul style="list-style-type: none"><li>• Demonstrated interpersonal, verbal and written skills including the ability to liaise and create positive relationships inside and outside GPC.</li></ul>
5. Modelling GPC Values & Guiding Principles	<ul style="list-style-type: none"><li>• Our values of Growth, Prosperity and Community underpin our behaviours in pursuit of becoming the most respected Port in the nation. Willingness to understand, demonstrate and encourage the values and behaviours of GPC.</li></ul>