

POSITION DESCRIPTION

PNG Ports Corporation Limited

AM3690 - Chief Maritime Compliance Officer

Our client, **PNG Ports Corporation Limited (PNGPCL)** is a premier maritime service company in Papua New Guinea and is the largest port operator in the South West Pacific, outside Australia and New Zealand. PNGPCL continues to develop the capacity of its workforce to deliver high quality service to all stakeholders and is committed to attracting the highest calibre of professionals who can make a difference to the organization. PNGPCL provides a positive work environment and rewards employees who contribute to business success.

Reporting to the Managing Director, this position is responsible for planning and managing the functions of the Maritime Compliance Division and develop regulatory operational guidelines and enforce compliance for all declared ports and harbours.

Key Responsibilities:

- Plan and implement internal and external Quality Assurance Control
- Develop and implement operational systems and procedures including Pilotage and Harbor Control programs
- Develop Divisional Business Plans and set Key Performance Indicators for all Divisional functional units
- Ensure the department operates within the required operational standards, policies, procedures, systems and processes
- Ensure all management reports are accurate and prepared in a timely manner
- Carry out, support and implement risk management policies in relation to the Maritime Compliance activities
- Ensuring port users and facility operators have risk management policies effectively implemented
- Deliver and maintain excellent customer service and relations, contributing to continuous improvement in the Maritime Compliance Division
- Ensure port users and port facility operators have in place OHS & W policies and procedures

Expected Competencies

- Recognized tertiary qualification in Maritime Law and/or a Master Class 1 acceptable to PNGPCL
- At least 15 years` experience in a similar or related role
- Excellent Maritime Industry related knowledge with advanced technical and operational knowledge of Port and Harbor operations
- Excellent knowledge of Harbors Act, Ports Regulatory Contract, ICCR Regulatory Contract, ISPS Code, IMO & ILO rules and regulations including PNGPCL regulations and applicable by-laws
- Excellent knowledge of Maritime Administration with high level people and management skills
- Strategic thinking, planning, organizational and problem-solving skills
- Excellent written, oral communications and negotiation skills with the ability to lead change and continuous improvement
- Working knowledge of relevant computer applications.

Applications close COB Friday 21st September 2018

To apply for this position:

- Download and complete the Application Form from <http://www.vanguardpng.com>.
- Email the application to recruitment@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview