



POST OF PIERS & HARBOUR MASTER

The Board of the **Anguilla Air and Sea Ports Authority (AASPA)** wishes to inform the general public of a job vacancy within the AASPA.

Applications are invited from suitably qualified persons for filling one (1) vacant post of **Piers & Harbor Master** in the Seaports Division under the Anguilla Air and Sea Ports Authority.

Duties to include:

- Supervise the use of all piers and harbours including the control of approaches, movements, berthing and mooring of vessels, embarking and disembarking of passengers, refuelling and maintenance of vessels.
- Ensure that all vessels adhere to the stipulated speed limits on approaching or leaving the harbour.
- Develop and implement the rules and regulations to guide the berthing, mooring and scheduling of vessels.
- Participate in the development and enforcement of the rotation of Ferries and other Vessels using the Piers
- Ensure that all cargo vessels are securely docked at the berth before loading or discharging of cargo.
- Ensure the safety of all passengers and crew on all vessels during embarking and disembarking at the pier is enforced by port officers.
- Ensure that port users are invoiced and fees collected for all Maintenance and other Services.
- Check for oil and other spillage in the harbour and reporting all incidents and record them on the appropriate forms
- Prepare weekly and monthly records as required by the Port Manager and Corporate Office.
- Report all damages done to any of the Port facilities on the sea side.
- Coordinate with Security Officers when necessary.

- Any other duties as assigned by the Port Manager or as directly related to the effective operations of the piers and harbours
- Perform any of the related duties as required by the job function.

The incumbent must possess the following:

- Piers and Harbour Master must have a sound and thorough knowledge of international and local pier and harbour procedures, standards and recommended practices and their applications.
- A broad knowledge and understanding of the operations, rules, ordinances, and regulations governing seaports, effective communicative skills, management ability and interpretative judgment.
- Thorough knowledge of maritime rules, regulations and traffic procedures.
- Knowledge of the principle and practices of modern office administration, Possess good verbal and written communication skills with clear and demonstrable ability to use the English Language.
- The individual must be honest, reliable and must have strong interpersonal skills and have the ability to establish and maintain effective working relations with port tenants, users, subordinates, supervisors, boat operators and the public.
- Ability to analyse seaport operational activities and make effective recommendations for correction of deficiencies and improvement in efficiency.
- Ability to enforce seaport rules, regulations and procedures firmly and impartially.

Qualifications

- The requisite knowledges' and skills are obtained in the acquisition of a Certificate in Port Management and university degree in a similar or related area
- 2 years' experience in a similar or related job.

All completed application forms must be submitted to:

The Human Resource Manager
Anguilla Air and Sea Ports Authority
Fairplay Commercial Complex
P.O. Box 1382
The Valley, Anguilla

The closing date for all applications is 13th December 2023 at 4:00pm