



Caledonian MacBrayne®

Hebridean & Clyde Ferries

EMPLOYING COMPANY:	CALMAC FERRIES LIMITED
JOB TITLE:	Regional Harbour Manager – Marine
REPORTS TO:	Head of Harbours
VACANCY REF:	1758-SB
CONTRACT:	30 September 2023 - FTC
RATE OF PAY:	In the region of £50,000
CAR ALLOWANCE:	£445 per month
ON CALL:	£225 per week on call
LOCATION:	Wemyss Bay (or Perth) & Network travel as required
HOURS PER WEEK:	37.5
DATE ADVERTISED:	26 August 2021
CLOSING DATE:	17 September 2021

The recruitment Information pack is designed to provide you with as much information as possible, relevant to the role and the recruitment process.

CalMac Ferries Limited is an equal opportunities employer; as such our selection processes are designed to promote equality of opportunity for all.

If you have any further queries, please contact HR Services by email vacancies@davidmacbraynehr.co.uk.

OUR VALUES



CALMAC FERRIES LIMITED

CalMac Ferries Limited is the UK's largest ferry operator in terms of ships and destinations served and one of the largest transport operators in Scotland. It is a multi-award-winning ferry and port operation and ship management specialist providing essential lifeline services and logistical support to island and remote communities.

For more information please visit our website at www.calmac.co.uk/corporate/about-us

BENEFITS OF A CAREER WITH CALMAC FERRIES LIMITED

- A rewarding career
- A competitive salary
- Excellent training, development and career progression
- 37 days annual leave (pro-rata)
- Potential to work anywhere in the company's network.
- Staff travel pass for yourself, spouse/partner and dependents

ROLE OVERVIEW

As Regional Harbour Manager - Marine, your duties will be to provide both strategic and local management of Harbour Operations at specified location(s), ensuring compliance with the Port Marine Safety Code, Health and Safety legislation and the relevant Harbour Operating Agreement, and that good practice is adopted across all relevant activities.

FUNCTIONAL RESPONSIBILITIES/KEY TASKS

- Principle role, to deliver and support a robust Harbour operating function aligned with current Harbour Operating Agreements, commercial opportunities, and 3rd party Harbour Authorities.
- Lead departments navigation function - including, but not limited to, AtoNs, Dredging & Surveying, Navigational Risk Assessments, and promote and ensure the safe and efficient movements of vessels.
- Manage company legislation relating to Statutory Harbour Authority and Competent Harbour Authority status (Parliamentary Acts/Byelaws/General Directions/PMSC).
- Provide line management, leadership, and direction to Harbour staff.
- Management of marine software/client lead relating to AIS tracking, Cargo Ops and Harbour Dues.
- Development and management of Port Waste Management Plans, Oil Prevention Response Plans and Ballast Water Management Plans.
- Support the growth of external marine consultancy and training opportunities (e.g. Oil Spill & ISPS).
- Deliver and manage agreed contracts with Harbour Authorities that clearly defines the services CalMac Ferries shall provide, and the costs associated.
- Ensure Service Level Agreements (SLAs) are managed and reviewed with each Harbour Authority.
- Deliver Performance monitoring, review, and benchmarking.
- Support Head of Harbours with Harbour Operating Contract Management and strategic Port/Harbour operational delivery.
- Build collaborative working relationships with key stakeholders – Harbour Authorities, contract management, tenants, cargos, shipping agents.
- Support Harbours On Call Structure - one week in five.



- Support CFL Emergency Response Team (ERST), as required
- Act on On-Scene Commander in an Oil Spill Response and Port Facility Security Officer, as required
- Any other duties directed by line manager

QUALIFICATIONS, SKILLS & EXPERIENCE

ADDITIONAL INFORMATION

Essential Criteria

- Formal recognised Harbour, Port or Marine (STCW or RYA) Qualification, or working towards same
- Good standard of education (min: English and Maths qualifications)
- Willingness to undertake training and continuing professional development
- Exposure to a Harbour/Marine/Transport related environment
- Working with external stakeholders
- Working in a collaborative environment
- Creating, maintaining, and presenting periodic reports and recommendations

Desirable Criteria

- Office productivity tools (Microsoft)
- Formal Safety qualification (IOSH or NEBOSH), or working towards
- Leading and co-ordinating meetings, maintaining minutes
- Supporting staff across different, disparate, locations



OUR NINE KEY COMPETENCIES ARE:

LEADERSHIP

To ensure that we will lead and motivate others to enable them to contribute to the best of their ability.

DECISION MAKING AND JUDGEMENT

To ensure that we weigh the pros and cons of each decision point and take the decision which best meets the objective in hand.

TEAMWORK

To ensure that we work together to deliver the best we can achieve and our business goals.

BUILDING CAPABILITY

To enable everyone to do their job and ensure that our staff are ready for the next step if the opportunity arises.

WORK PLANNING

To ensure that we work in an effective and efficient manner. To ensure that we have the ability to adapt and change plans as the requirements of the situation change.

DRIVE FOR RESULTS

To ensure that we have the energy into achieving results and to take action to exceed goals and expectations.

SAFETY

To ensure the safety of ourselves, our teams, our customers and our visitors.

CUSTOMER FOCUS

To ensure that we anticipate, meet and exceed the needs and expectations of our customers; both internal and external.

CREATIVE THINKING

To encourage all staff to think of new or innovative ways of working to help the organisation continually improve.



THE SELECTION PROCESS

ONLINE APPLICATION

Please ensure that you complete the on-line applications fully as you can as well as submitting an up-to-date CV. It is important that you demonstrate how you meet the essential and desirable criteria outlined within the Job Description.

SHORTLISTING

We will evaluate your suitability for the role by assessing your qualifications, skills and experience.

INTERVIEW

To ensure you are in the best position to perform to your highest standards during our selection process, make sure you review the competencies outlined in the Job Description and have prepared examples of times you have successfully demonstrated these behaviours in the past.

OFFER

Should you be successful, your offer will be subject to the successful completion of a 6-month probationary period and the provision of two satisfactory references.

