



VTIC Officer (Casual) – Port Kembla

About the role

Port Authority of New South Wales (Port Authority) is looking for a casual Vessel Traffic Information Centre (VTIC) Officer to join the Port Kembla Operations team. The VTIC is the single point of contact for all arriving ships, ships at anchor, port operations and customers, and is responsible for providing effective traffic management & services within the Port.

Our VTIC Officers operate the Commercial Port Online Registration Tracking System (CPORTS) ship booking system, and the Vessel Traffic Information Centre (VTIC) and associated systems. They also provide a single communication point for the collation and dissemination of initial emergency information for incidents that have the potential to affect people, property or the environment within Port Kembla.

Working Conditions

Port Authority operates 7 days a week, 24 hours a day, ensuring continuous efficient service to the Port's customers. This casual relief position will support 24-hour operations by working both day and night 12-hour shifts to variable roster patterns as required.

Key Responsibilities

- Ensure the safe operation of Port activities within the scope of VTIC operations
- Operate CPORTS ship booking system
- Operate the VTIC systems
- Perform daily systems checks on critical systems
- First response point for pollution and safety incidents
- Assist in Search and Rescue watch services
- Operate Port Centre Security CCTV with a view to waterside security

- Review and revalidate training in Port Authority policies and procedures and legislative requirements
- Provide after-hours support to Eden

Knowledge, skills and experience

Port Authority is looking for a candidate that excels in the following areas:

- Highly developed written and oral communication and interpersonal skills
- Highly proactive team member
- Willing adopter of new technologies and methodologies
- Change driver and facilitator
- Excellent analytical skills
- Able to deal effectively with competing interests in decision making processes
- Demonstrated ability in effective prioritisation and coordination
- Demonstrated teamwork
- Demonstrated ability to work independently
- Excellent customer service

Technical skills and work experience that are highly desirable include:

- A valid Short Range Marine Radio Operators Certificate of Proficiency
- VTS Basic Operator (V103/1) Course Certificate
- Ability to efficiently operate a ship booking and communication system
- Working knowledge of Vessel Traffic equipment
- Ability to interpret and administer Ship Handling Guidelines
- Ship Officer's Certificate of Competency
- Sound knowledge of Port operations

Who are we?

We are a diverse team of specialists who work together to provide safe, efficient and sustainable world-class port and marine services in Sydney, Botany, Newcastle, Kembla, Eden and Yamba. We are Harbour Masters and Marine Pilots operating on the open water; we are security and navigation experts keeping ships safe; we are project planners building for the future; we are hosts welcoming 1.6 million cruise passengers to NSW each year; and we are the corporate and IT teams who bring it all together.

Port Authority values a healthy, supportive and challenging workplace, which embraces diversity. We encourage people from all backgrounds to apply for our roles.

Application process

Please apply via Seek (link: <https://www.seek.com.au/job/38139429>) by Friday 8 February 2019 including a cover letter and your resume in the application. Your cover letter must clearly list your qualifications.