

**Opening Date:** 26 August 2016  
**Closing Date:** 16 September 2016

**Location:** Tortola

**Ministry/Department/Unit:** Virgin Islands Shipping Registry

**Employment Type:** Contractual assignment with the Premier's Office

**Remuneration/Benefits:** Salary is commensurate with relevant qualifications and experience

**JOB VACANCY NOTICE**  
**Senior Marine Surveyor**  
Government of the Virgin Islands



The Virgin Islands Shipping Registry (VISR) seeks to ensure that Virgin Islands ships can safely, securely, and efficiently enjoy the freedom of the seas, and the support of a vigorous and effective Maritime Administration through maritime polices and implementation and enforcement of regulations. VISR is a member of the British Ensign Group of Registries. The safety, pollution prevention and maritime security standards maintained on the Virgin Islands Vessels are equivalent to the common standards maintained by the Red Ensign Group.

**ROLE SUMMARY**

The successful applicant will:

- Be responsible to Chief Marine Surveyor for the safety aspects on VISR registered vessels and other vessels operating in the Virgin Islands waters.
- Undertake surveys on ships for flagging-in to VISR, carries out safety surveys under IMO conventions, ISM Audits, Maritime Security (ISPS Code) Audits, MLC 2006 and Marine Casualty investigations.
- Provide technical information to the Chief Surveyor, BVI Government and the Maritime Industry on maritime matters.
- Conduct examinations for Marine Engineering qualification

**MAIN RESPONSIBILITIES  
INCLUDE**

1. To maintain a high level of technical knowledge of S & I activity
2. Assist the Chief Marine Surveyor in the enforcement of merchant shipping legislation and standards on board the VISR registered vessels;
3. Undertake statutory surveys on ships for flagging-in, renewal of certificates, annual and occasional;
4. Undertake plan approvals on new ships and flagging-in ships; ship security plans under **ISPS** Code; issue of exemption and Manuals under MARPOL.
5. Undertake ISM Audits on board ships and of shipping companies;
6. Carry out investigations in to maritime accidents, casualties and deaths; assist Marine Police in accident investigation.
7. Undertake Maritime Security Audits and MLC 2006 inspection on board the BVI vessels;
8. Conduct musters and drills on passenger vessels and ferries;
9. Conduct examinations for Marine Engineers and Boat Engineers;
10. Administer the STCW 1995 certification system for issuing flag State Endorsements to seafarers serving on board the VISR registered vessels;
11. Conduct Port State Control Inspection on foreign vessels calling in the VI ports;
12. Maintain good working relationships with and be point of contact for communications with shipping companies.
13. Provide advice to Chief Marine Surveyor, Governmental and Non-Governmental Organizations and the industry on matters relating to safety and pollution prevention and control;
14. Assist in preparation of draft maritime legislation and keep the Quality manual up to date.
15. Act as a customer service manager, lead surveyor, and issue of certification, provide advice to the public and colleagues, audit training providers, investigate complaints under MLC, and approval of stability information.
16. Contribute to response in respect of parliamentary correspondence including Cabinet Papers
17. Act as the Chief Marine Surveyor in his absence;
18. Undertake any other related duties which may be assigned from time to time by the Chief Surveyor or the Director.

**BEHAVIOURAL COMPETENCIES**

1. Manage your own resources and professional development
2. Manage time effectively
3. Provide leadership in your area of responsibility
4. Develop and maintain an effective working relationships
5. Obtain information for decision-making
6. Provide information and advice to others

**WORKING CONDITIONS/  
ENVIRONMENTAL FACTORS**

- Normal office environment
- Field work on survey related jobs: visiting ships, dockyards, shore side and offshore terminals, locally and abroad.
- There is a substantial travel component involved when undertaking surveys abroad which may include air, sea or land transportation and in certain cases helicopter flights.

**MINIMUM QUALIFICATIONS  
AND EXPERIENCE**

- Chief Engineer Officer (Motor or Combined Steam) (Unlimited) Certificate of Competency;
- 3 years' experience as a Chief Engineer on a ship with propulsion power >3000 kW;
- 5 years' experience as an Engineer Surveyor in a leading flag state administration;
- Chartered Engineer (C. Eng) Status with the Engineering Council, U.K. or equivalent.

OR

- Bachelor of (Science)Engineering in Naval Architecture
- Professional status as Chartered Engineer (through a professional body such as RINA)
- Minimum of five years post qualification experience as a Ship Surveyor with a national maritime Administration or a major Classification Society

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**KNOWLEDGE AND SKILLS**

- Sound knowledge in ship registration procedures and ship operation;
- Sound knowledge in Virgin Islands maritime legislation and its interpretations;
- Expert knowledge of International Conventions, SOLAS, MARPOL, STCW COLREGS, ITC 69, LOAD LINES, MLC 2006, UNCLOS and ILO Conventions;
- Expert knowledge in marine engineering affairs, safe manning on ships and seafarers qualifications;
- Ability to conduct investigations into Marine Accidents and Casualties;
- Ability to conduct examinations for Marine Engineer qualifications.

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**HOW TO APPLY**

*Resumes/CVs along with supporting documents must be submitted to the address provided below by the job closing date.*

Agency:

**Permanent Secretary  
Premier's Office  
Central Administration Complex  
Road Town, Tortola VG 1110  
British Virgin Islands**

Applicants should submit a Résumé/Curriculum Vitae of their relevant experience and qualifications; with two personal reference letters; certified copies of identification, citizenship, and academic certifications/diplomas/licenses, along with a police certificate from your place of residency.

For more information, please contact Ms. Natasha P. Julius at (284) 468-2152 or via email at [njulus@gov.vg](mailto:njulus@gov.vg)

***Electronic applications can also be sent to the email address above or [premieroffice@gov.vg](mailto:premieroffice@gov.vg)***