



VIRGIN ISLANDS

**GOVERNMENT OF THE VIRGIN ISLANDS
JOB SPECIFICATION AND DESCRIPTION**

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| JOB TITLE: Engineer Surveyor (Naval Architecture) | |
| MINISTRY: Premier's Office | |
| DEPARTMENT: | Virgin Islands Shipping Registry |
| SECTION: | Survey and Standards |
| REPORT TO: | (a) Directly: Chief Marine Surveyor (b) Indirectly: Director |
| JOB SPECIFICATION | |
| JOB SUMMARY: | |
| <ul style="list-style-type: none"> • Responsible to Chief Marine Surveyor for the safety aspects on VISR registered vessels and other vessels operating in the Virgin Islands waters. • Undertakes 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. • Provides technical information to the Chief Surveyor, BVI Government and the Maritime Industry on maritime matters. • Conducts stability tests and approval of stability documents for ferries and yachts. | |
| MINIMUM QUALIFICATIONS & EXPERIENCE: | |
| <ul style="list-style-type: none"> • hold a degree (B. Eng., or B.Sc.) in Naval Architecture and have gained professional status as Chartered Engineer through a Professional body such as RINA, • plus a minimum of five years post qualification experience as a ship surveyor with a national maritime Administration or a major Classification Society | |

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 naval architecture and stability, safe manning on ships and seafarers qualifications;
- Ability to conduct Investigations into Marine Accidents and Casualties;
- Ability to conduct stability tests and approvals of stability booklets
- Expert Knowledge in III Code and its implementation as well as IMSAS audit
- Lead auditor for ISO 9001; ISM, ISPS & MLC

WORKING CONDITIONS:

The job entails 40% of time working in an office environment in an enclosed office with comfortable seating, and 60% of time working in the field 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.

JOB DESCRIPTION

JOB FUNCTIONS:

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. Undertake responsibilities as ISO 9001 lead person, prepare office for ISO audit, conduct internal audits, review and update QMS.
9. Contribute to the preparation of III code audit in regard to Flag state, Port state and coastal state.
10. Conduct musters and drills on passenger vessels and ferries;
11. Conduct stability tests and approval of stability documents for small ferries and yachts.
12. Administer the STCW 1995 certification system for issuing flag State Endorsements to seafarers serving on board the VISR registered vessels;
13. Conduct Port State Control Inspection on foreign vessels calling in the VI ports;
14. Maintain good working relationships with and be point of contact for communications with shipping companies.
15. Provide advice to Chief Marine Surveyor, Governmental and Non-Governmental Organizations and the industry on matters relating to safety and pollution prevention and control;
16. Assist in preparation of draft maritime legislation; revise any policies adopted and keep the Quality manual up to date.
17. 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 including small commercial vessels.
18. Contribute to response in respect of parliamentary correspondence including Cabinet Papers
19. Act as the Chief Marine Surveyor in his absence;
20. Undertake any other related duties which may be assigned from time to time by the Chief Surveyor or the Director.



**Virgin Islands Shipping Registry
British Virgin Islands**

Engineer Surveyor (Naval Architecture)

The Virgin Islands shipping Registry (VISR) a member of the British Red Ensign Group of Registries is currently seeking qualified persons to fill the above post in their Tortola, British Virgin Islands head office. The duties can involve substantial travel to various parts of the world.

The benefit package offered includes housing and telephone allowances, 30 days annual leave, and a 20% tax free gratuity payment on successful completion of the contract. The employment contract is initially for a period of two (2) years.

The applicants for this post must hold a degree (B. Eng., or B.Sc.) in Naval Architecture and have gained professional status as Chartered Engineer through a professional body such as RINA, plus a minimum of five (5) years post qualification experience as a ship surveyor with a national maritime Administration or a major Classification Society.

Starting salary is \$90,000 per annum commensurate with relevant experience and qualifications.

Interested persons should contact the VISR for a full job profile and forward by e-mail, their self made applications including a detailed resume, copies of qualifications and two references to:-

Director
Virgin Islands Shipping Registry
RG. HODGE PLAZA
Wickhams Cay I
Road Town, Tortola,
British Virgin Islands
Tel: (+1284 468-9646
E-mail: vishipping@gov.vg

Closing Date for applications is 27th August, 2019

