



JOB DESCRIPTION

Job Title:	Marine Engineering Team Leader
Reporting to:	TBC
Department:	Foyle Engineering
Key Purpose:	Responsible for coordinating and implementing marine engineering and maintenance to ensure delivery of safe and efficient operations both on and off shore.

Operations

- Maintain marine plant and specialist equipment to the highest operational standards.
- Organise and attend the dry docking process, interacting with statutory bodies and insurers as appropriate.
- Crew vessels as required to complete operations, including short term, outside marine contracts.
- Responsible for ensuring the Port is up-to-date in all relevant industry matters, communicating new developments and implementing changes where necessary e.g. Marine Health & Safety or insurance requirements.
- Responsible for maintaining all equipment certifications in line with regulatory standards / relevant codes / statutory requirements, and ensuring documentation is accurate and up to date.
- Assist in the preparation of annual maintenance budgets.
- Prioritise, schedule, and conduct planned maintenance programmes.
- Allocate maintenance tasks and oversee completion, directing appropriate repair work to external contractors as required.
- Procure appropriate spare parts and equipment and assist with the purchase of capital items of plant and equipment.
- Act as Marine Superintendent for individual port vessels as required.
- Liaise with Management in coordinating staff operations, developing and implementing training as required.
- Accountable for personal time management to ensure delivery of an effective and efficient Marine service within the Port that has the flexibility to meet fluctuating work demands.

- Committed to continuous improvement and identifying and implementing improved systems of work.
- Complete and retain necessary documents ensuring a logical records system is maintained and updated.

Team Leader Responsibilities

- Assist your Line Manager with the supervision of staff, including management of annual leave, authorised leave and timekeeping in accordance with organisation policy.,
- Assist your Line Manager with identifying any conduct/performance issues and report these as soon as practical.
- Assist and support your Line Manager with the allocation of resources, and in the provision of information/reports.
- Set standards for behaviour and conduct, leading by example and taking corrective actions when appropriate.
- Ensure appropriate training and development of staff, including necessary refresher training.

Risk and Compliance

- Carry out duties and responsibilities in compliance with the Port's Safe Systems of Work to prevent harm to all personnel and damage to equipment, investigating any query or issue raised in relation to safety.
- Liaise with health and safety, and insurance inspectors.
- Assist the Environmental Health and Safety Officer with marine specific risk assessments.
- Ensure your Team and other third parties onboard and ashore understand and undertake their responsibilities in relation to Health & Safety.
- Follow organisation policies and procedures and adhere to Health and Safety Policies and Statutory Regulations including UK-GDPR.
- Report any safety observations to the Environmental Health & Safety Officer as soon as practical.
- Report any non-compliance of regulations and procedures to the relevant department as soon as practical.

General Responsibilities

- Represent the organisation in a reputable and professional manner at all times.
- Contribute to the development of a respectful and mutually supportive working environment.
- Undertake other duties within your area of competence as directed.
- Maintain high standards of personal accountability.

- Ensure necessary records are completed and retained.

This job description is not meant to be definitive and may be amended to meet changing needs.



PERSON SPECIFICATION

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Essential Criteria

- Minimum STCW Chief Engineer for motorships under 3000kW.
- Minimum of three years relevant experience in a marine environment.
- Minimum three years' experience leading and managing staff.
- Ability to prioritise workload and work in a systematic and organised manner to ensure that repairs are completed within target times.
- Ability to manage own workload to support effective and efficient operations with the flexibility to adapt to fluctuating demands.
- Full current driving licence or, in the case of disabled applicants, access to a form of transport to enable the post holder to meet the requirements of the post in full.
- Current Seafarer Medical Certificate (ENG1 or ENG11).

Desirable Criteria

- Experience of the dry docking process.
- Knowledge and experience of procurement and budgeting processes.
- Have obtained or is working towards a supervisory/leadership qualification.

Salary:

Dependent on skills and experience

Hours of Work:

Monday to Friday: 9 hours per day (inclusive of breaks totalling 1 hour each day). 40 hours per week

Start times will vary depending on operational need and may include early morning, afternoon, late nights. You will be given as much notice as possible of start times in advance.

In addition to these hours, you are required to work those hours necessary to fulfil the requirements of your role.

Overtime:

Overtime rates will be paid for hours worked as follows:

Weekdays for hours in excess of 12 hours = hourly rate x 1.5

Saturdays = hourly rate x 1.5

Sundays and Bank/Public Holidays = hourly rate x 2

Overtime payments **do not apply** on occasions when you are undertaking dry docking work.

Outside Contract:

On occasions when you are required to act as a crew member on harbour vessels to undertake work away from your normal place of work, when an overnight stay is necessary, you will receive a fixed daily rate in addition to your normal salary. The rate payable is reviewed annually.

Outside contract payments **do not apply** on occasion when you are undertaking dry docking work.

Holidays:

23 days plus 10 statutory days