



## Orkney Ferries

<b>Job Title</b>	Senior Technical Superintendent
<b>Location</b>	Shore Street, Kirkwall
<b>Reporting To</b>	Service Manager (Ferry Operations)
<b>Grade</b>	OF Senior Technical Rate

### Job Purpose

To manage and provide suitable technical shore based support and resources to Technical Superintendents, Engineer (Ship & Shore), Chief engineers and other engineering sea staff on the ferries. To provide technical support for the ferries shore infrastructure.

Assist with the implementation and maintenance of the ISM and PMSC's Safety Management Systems, in areas related to engineering systems.

### Duties and Responsibilities

The Senior Technical Superintendent is responsible for ensuring that, in matters pertaining to engineering, all vessels are operated to the highest practicable standards of safety, environmental protection in accordance with relevant legislation, codes of practice, M Notices and the Safety Management System. The post holder reports to the Service Manager (Ferry Operations).

- Ensuring that the plant machinery and electrical systems on all vessels and shore infrastructure are maintained to the highest standard of safety and operation meeting manufacturer's recommendations where applicable and the minimisation of downtime.
- Providing timely advice on the status of vessels plant and machinery and shore based mechanical infrastructure and the potential effect on the provision of service.
- Arrange for Classification surveys to be undertaken in a timely manner and liaise with Class, Flag State and other surveyors as required. Ensure that vessels and machinery are maintained to Classification requirements and that statutory requirements regarding plant and machinery are complied with.
- Lead, review and manage planned maintenance systems for all marine craft and ensuring that the planned maintenance systems are adhered to. Ensure that the performance of machinery and plant is monitored and that defects are reported and rectified in a timely manner and as required by the applicable SMS system.
- To participate in an out of normal office hours call out system and be available for emergency or operational situations regarding all vessels, terminals, systems, and marine related incidents as required by the Head of Marine Services and Transportation.
- Ensure that engineering sea staff carry out their duties with respect to the responsibilities of the department.
- Take an active part in the recruitment and selection of engineering staff including the interviewing of said staff.
- Preparing specifications for the refit of vessels, obtaining tenders evaluate and report. Attend at refits of vessels.
- Appoint, oversee, and liaise with shore contractors where appropriate. Ordering or reviewing the ordering of spares and stores as required.

- Monitor and recommend estimates and costs for use in the preparation of annual budgets and evaluate technical tender returns as required.
- Assisting in hull and machinery insurance claims or other insurance matters of a technical nature.
- Fulfilling the requirements of and assisting with reviewing, updating, implementing and the maintenance of the Safety Management Systems including auditing and ship inspection.
- Assisting with the specification, building, trials, and commissioning of new vessels as required by the Head of Marine Services and Transportation.
- Manage budgets for all vessel repairs and refits, equipment replacement and repairs, shore power and fuel.
- Line Management of Technical Superintendent, Engineer (Ship & Shore), Shore based Technical Staff, Chief Engineers and other Engineering Sea Staff on the ferries
- Ensure for the condition monitoring, maintenance and upgrade of electronic equipment, mobile phones, AIS, Radar, VHF equipment and other aids to navigation.
- To solve problems, appraise situations and carry out any necessary actions, without continual reference to senior managers.
- To work on own initiative and independent of daily senior manager input, to keep the operations and service provided by the Department at a high standard.
- Attend meetings and represent Orkney Ferries in and out of Orkney as required by the Head of Marine Services and Transportation/Service Manager (Ferry Operations).
- Allocation of duties to the Technical Superintendent(s) and Chief Engineer Ship & Shore.
- Any other duties as required and commensurate with the grade and salary of the post.

## **General Duties and Responsibilities**

### **Working Environment**

The post holder will predominately be office based but will be required to travel to other locations at short notice.

The post holder will be part of the emergency control team which may involve on scene commander of outside incidents or Emergency Control Room leadership for all vessel operations.

The post will involve travelling between locations and carrying out ship visits alongside in all weather conditions.

The post holder will be required to participate in a contractual out of hours emergency rota and must be able to attend any vessel/Marine location during this time.

### **Communication**

You are required to engage with a wide range of people including, members of the public, service users, external agencies, elected members, senior management, Scottish Government and other statutory bodies.

### **Responsibility for Employees**

You are responsible for effective direction and line management of a team of staff - Technical Superintendents, Engineers Ship & Shore and other Ship & Shore Technical staff.

### **Financial Resources**

You will participate in the budget setting process for the Service and to monitor the delegated budgets ensuring that value for money is achieved and that spending is allocated in accordance with agreed priorities, as stated in your council approved improvement plan and budget profile.

You will implement financial prudence and management in line with Finance Service Policy to ensure that budgets are not overspent, that any expenditure is justifiable and takes due recognition of the Service needs and the public pound.

Use resources appropriately to achieve Best Value results for the organisation and the wider community, keeping an appropriate balance between cost, quality and price.

Manage budgets for all vessel repairs and refits, equipment replacement and repairs, shore power and fuel.

### **Information Systems**

The post holder will be required to use a range of computer packages, including Microsoft Office, e-mail and similar related software and will be responsible for consideration of current and future information systems requirements, within the context of the services they are responsible for.

Assist with the development and maintenance of ship based IT communication infrastructure as well as the statutory radio, navigation equipment outfits and marine maintenance management software systems.

### **Agreement of Job Description**

Manager	_____	Date: _____
---------	-------	-------------

### **Employee Acceptance of Job Description**

Signature: _____	Date: _____
------------------	-------------

## PERSON SPECIFICATION

Post Title	Senior Technical Superintendent		
Factor	Criteria	Essential / Desirable	How Assessed
<b>Experience</b>	Significant and relevant experience in budgeting.	Essential	Application Form and/or Interview.
	Significant and relevant management experience.	Essential	Application Form and/or Interview
	Experience of leading and delivering change.	Essential	Application Form and/or Interview.
	Proven track record of achievement.	Essential	Application Form and/or Interview.
	Engineering expertise and knowledge of various types of propulsion and auxiliary systems including electrical.	Essential	Application Form and/or Interview.
	Ability to demonstrate a strong working knowledge of the International Safety Management Code for Vessels.	Essential	Application Form and/or Interview.
	5 years' experience in an engineering or technical supervision role on ship or ashore.	Essential	Application Form and/or Interview.
	Sea going engineering staff compliment experience.	Essential	Application Form and/or Interview.
	Supervisory management experience.	Experience	Application Form and/or Interview.
	Experience in Procedure and Contingency Plan Writing	Desirable	Application Form and/or Interview.
	Experience of Project Management.	Desirable	Application Form and/or Interview.
	Experience of Communicating with the media.	Desirable	Application Form and/or Interview.
	Experience of working in a political environment.	Desirable	Application Form and/or Interview.
	Experience of working in a public sector management position.	Desirable	Application Form and/or Interview.
Ability to demonstrate local marine knowledge	Desirable	Application Form and/or Interview.	

Post Title		Senior Technical Superintendent	
Factor	Criteria	Essential / Desirable	How Assessed
	Ability to demonstrate experience or knowledge of constructing contract tenders and assessing quotes	Desirable	Application Form and/or Interview.
	Experience of working as a Technical Superintendent.	Desirable	Application Form and/or Interview.
<b>Knowledge</b>	Valid STCW III/2 Chief Engineer Unlimited with large vessel experience.	Essential	Screen Question and Application.
	<u>or</u> STCW III/2 Second Engineer Unlimited with /or without restricted Chief Engineers Endorsement and with passenger Vessel experience		
	<u>or</u> Relevant Engineering degree <u>and</u> STCW III/1 OOW		
	Recognised management qualification.	Desirable	Application Form and/or Interview.
	Ability to evidence a commitment to Continuing Professional Development.	Desirable	Application Form and/or Interview
<b>Other Requirements</b>	Full UK Driving Licence	Essential	Screening Question
	Hold and maintain ENG1 Seafarers Medical Certification	Essential	Screening Question