

POSITION DESCRIPTION

PNG Ports Corporation Limited

AM6088 - Standards & Licensing Officer

PNG Ports Corporation Limited (PNGPCL) is a premier maritime service company in Papua New Guinea and is the largest port operator in the South West Pacific, outside Australia and New Zealand.

PNGPCL continues to develop the capacity of its workforce to deliver high quality service to all stakeholders and is committed to attracting the highest calibre of professionals who can make a difference to the organization. PNGPCL provides a positive work environment and rewards employees who contribute to business success.

PNGPCL is now inviting **exceptional candidates** to apply for this vital role:

Standards and Licensing Officer

This position is based in Lae and will report to the Team Leader – Regulatory Compliance. The Standards and Licensing Officer is responsible for researching, developing and implementing port regulatory policies and standards that are consistent with the Harbors Act Chapter 240, Ports (Management & Safety) Regulations 2010, and other relevant laws relating to the control of activities within the declared ports, vessels and cargoes to ensure the safety and protection of human, properties and marine environment.

Key Responsibilities:

- Carry out assigned research activities to develop policies and procedures on matters relating to port activities based on domestic maritime legislation and international conventions
- Develop Policies and Standard Operating Procedures for all port regulated activities including port development and operation activities carried out within the declared port limit
- Assess incident and accident reports and recommendations provided by Inspection & Enforcement Section and identify key areas to develop policies and standards to deter re-occurrences
- Assess License Applications for various port businesses and ensure all license application requirements have been met
- Receive & assess both license and permit applications and prepare the permit and license
- Communicate with the licence applicants and advice the outcome of the license application from time to time
- Carry out port regulatory awareness and port inspection tasks headed by Inspection and Enforcement Section as required from time to time
- Ensure all regulatory permits & license applications for various business activities such as stevedoring, port facility operator, tug and towage, mooring and line boats, ferry service permits, Dangerous Goods applications are completed properly by customers for the issuance of a permit or a licence where applicable
- Ensure customers understand clearly the conditions of permits and licences that are issued consistently
- Prepare timely and accurate reports to the immediate Supervisor
- Carry out other tasks as delegated by the Team Leaders from time to time.

Expected Competencies:

- Tertiary qualification in Law, Marine Science or Business Management in a related field acceptable to PNGPCL
- Minimum of 5 years' experience in a similar or relevant role
- Have excellent technical and operational knowledge of Port and Harbor operations
- Have knowledge of environment, health and safety issues in ports
- Possess good analytical skills and very good research skills
- Possess very good written and oral communication including report writing skills
- Working knowledge of relevant computer applications.

This position is open to PNG citizens only.

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the application form and follow the website instructions to forward to us including a detailed CV and copy of a current police clearance certificate. We encourage applicants to request a full PD from our office to review before applying.

Alternatively, please call us on (+675) 7500 7500 or email recruitment@vanguard.com.pg

Applications close COB Friday 3rd February 2023

Only shortlisted applicants will be contacted

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to recruitment@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview