

VACANCY

Seychelles Ports Authority (SPA) is seeking to recruit qualified and experienced personnel for the following posts:

ASSISTANT PIER MASTER- (MAHE)

The primary function of an Assistant Pier Master is to be responsible for the Pier's daily shipping activities.

Main Duties and Responsibilities:

- Assist the Pier Master in ensuring that Harbour Regulations (as per laws of Seychelles) and other relevant laws and regulations are complied with
- Assist the Pier Master in ensuring that the pier is kept clean, tidy and properly utilized by users
- Assist Pier Master in giving direction and control of traffic connected with the jetty
- Assist Pier Master keeping records of vessel movements
- Assist Pier Master in issuing and identifying clearances and enforcing regulations on behalf of the Harbor Master
- Submit reports to Pier Master
- Able to assist any port users
- Represent the Pier Master in his absence
- Co-ordinate duties as per supervisor's orders
- Any other related duties assigned by the Pier Master

Minimum qualification and experience:

- Post Graduate Certificate either SMA or Tourism
- 2 to 3 years relevant experience as Able Seaman, Coxswain or Mooring Supervisor

Attributes

- Mental alertness and attention to detail
- Ability to work after hours
- Driver's license class 2 is a requirement

Remuneration: Based on qualification and experience

PROJECT OFFICER

Candidate must demonstrate the ability to plan, organize, priorities and efficiently manage projects. Must process strong interpersonal skills, and effective communication both verbal and written. Must have extensive understanding of cad software, have excellent drafting skills.

Main Duties and Responsibilities:

- Conduct drafting of plan and proposals of projects
- Supervise minor works being undertaken by Project Team and/or contractors
- Developing ideas and proposal for approval and implementation
- Assist Assistant Project Manager (APM) with presentations session to relevant department
- Assist other department with sketch, layout, design or other documents as per request
- Monitoring of project schedules
- Evaluation of project outcomes and advise accordingly
- Any other duties as may be assigned by the Deputy Director Project Infrastructure as and when required

Minimum qualification and experience:

- Diploma in Construction
- 02 years' working experience in a similar position or relevant field

Attributes

- Good Leadership Skills
- Good communication skills
- Ability to create a project schedule
- Risk management Skills
- Cost management
- Negotiation skills
- Critical thinking
- Task management
- Supervision skills
- Project management
- Process Improvement

Remuneration: Based on qualification and experience

Please note that it is company policy that all successful candidates will be required to pass a drug test prior to employment.

Interested candidates may collect application forms at the Seychelles Ports Authority's Main Office, at the Commercial Port. For more information, relating to the post you may contact the Human Resource Department on Telephone Number: 4294700

Closing Date for application: 05th May 2023