

Job title	Marine Operations Assistant
Team	Marine
Reports to	Assistant Harbour Master (Marine Works)
Location	Shoreham Port Estate
Remote Working	A

Role Summary

To operate aboard the Port vessels, carry out maintenance and general marine duties as directed around the Port.

Key tasks and responsibilities

- To assist aboard all port craft when required.
- To assist with any towage or waterborne operations involving Port craft.
- To carry out routine patrols within the harbour.
- Manually removing debris from the Canal and reporting any pollution.
- Regular lifting, carrying and transporting of materials and equipment.
- To monitor and maintain the oil spill equipment.
- To assist with the small vessel census within the Port.
- To carry out maintenance duties on board and associated with the Port craft.
- Walking to and from areas of work on site, that are not accessible by any other means.
- Climbing ladders for access and egress.
- To carry out regular checks on equipment around the port such as life buoys, fire extinguishers, tide boards, hydrant pits and watering equipment.
- Routine maintenance of the fuel tank and surrounding areas.
- Routine maintenance of the survey vessel Capella as directed.
- Routine maintenance of the port Sea bins.
- Routine inspections of the port waste facilities.
- Responsible for routine maintenance of the security hardware i.e. main gate padlocks.
- To carry out and assist with any maintenance duties around the port as directed.
- Other marine duties/tasks as directed.
- All operational hours/shifts as directed.

Key skills/Person specification

- ENG 1 medical
- RYA PB level 2
- First Aid
- Sea Survival
- Professional Practices and Responsibilities certificate
- Driving licence
- VHF (GMDSS)
- Basic IT skills

Desirable but not essential:

- Fire fighting
- Yacht Master Offshore-Power (commercial endorsement)
- Deck crane
- Forklift
- Slinging
- Towage training

Our Values

