



1. Position Identification:

Position Title: Ship Inspection Officer	Position No: NMSASI.017	Grade: 13/14
Incumbent:		
Division: Maritime Operations	Branch:	Section: SSI
Immediate Supervisor: Senior Ship Inspector	Highest Subordinate/s:	Position No.
Location:		

History of Position		
	DATE OF VARIATION	DETAILS

2. Position Purpose:

This position ensures that all vessels operating in PNG waters fully comply to national and international maritime safety standards. Ensure all overseas and domestic ships are inspected in accordance with the standards set in the PNG Merchant Shipping Act, Radio Regulations and the International Maritime Organization (IMO) Conventions.

3. Dimension:

Staff: Nil

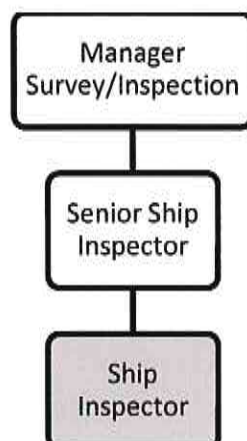
Budget: Nil

Equipment: Office Equipment, camera, safety gear, etc.

4. Nature and Scope:

• Reporting Relationships

This position reports to Senior Ships Inspector.



- **Work Environment**

Located at the Head Office but performs at other locations as and when required. This position is also transferrable.

- **Constraints, Framework and Boundaries**

Work within the boundaries of relevant national and international legislations pertaining to maritime operations including International Maritime Organization (IMO) relevant conventions, Merchant Shipping Act PNG, NMSA Act and Marine Pollution Regulations.

- **Challenges**

- Meet and conform to operational demands by PSI and FSI requirements.
- Ensure Personal Protective Equipment (PPE) at all inspections.
- Conduct thorough inspections without being restrained by language barriers and unco-operative ship owners and operators.
- Incumbent is willing to participate in any technical and professional development.

- **Working Relationships**

Internal

- Manager Survey Inspection
- Other surveyors/inspectors and other departmental staff.

External

- Asia Pacific Computerised Information System (APCIS)
- National Fisheries Authority,
- Ship owners/operators and masters
- Liaison with gazetted surveyors

- **Skills, Knowledge, Qualifications, Experience**

Skills

- High level interpersonal skills
- Effective communication skills
- Good level of analytical and assessment skills
- Strong management & organizational skills
- Advance Computer skills
- Good report writing skills
- Ability to innovate and recommend better ways of doing things

Knowledge

- Demonstrated knowledge and understanding of FSI and PSI
- PNG Merchant Shipping Act
- Ship yards and or shipping administration
- Safety standards

Qualifications

- Master Class 2

Experience

Desirable experience includes:

- Minimum of 3 years as a ship surveyor/inspector or
 - experience in a ship yard or equivalent

5. Principal Accountabilities and Service Standards

- Carry out Flag State Inspection (FSI) to comply with national legislation.
- Carry out Port State Inspection (PSI) on all eligible foreign flag vessels to ensure they comply with relevant international standards.
- Conduct periodic inspections on all PNG vessels to ensure compliance to national standards.
- Conduct periodic inspections on all PNG vessels to ensure compliance to the Merchant Shipping Act.
- Conduct inspections on fishing vessels to comply on safety standards as required.
- Compile inspection reports and submit in a timely manner.
- Ensure NMSA values and code of conduct, OHSE and related policies and procedures are adhered to at all times