

JOB DESCRIPTION

POSITION IDENTIFICATION		FUNCTIONAL RELATIONSHIPS	
Job Title:	Lighthouse Keeper - Vigie	Direct Reports:	Nil
Reports to:	Marine Pilot III	Internal Contacts:	All Employees
Department:	Seaport Operations	External Contacts:	Port Users
Classification	Grade 16	Revised	May 21, 2024

JOB SUMMARY:

The specific objectives of the Lighthouse Keepers are to keep track of vessel movements within Port Castries, to coordinate vessel communications between Stakeholders. Monitors navigational aids and to keep a sharp look out, on a 24/7 basis, over the marine environment.

DUTIES AND RESPONSIBILITIES

1. Monitors navigational aids and report all operational deficiencies in order to maintain full functionality.
2. Operates radio telecommunication sets to:
 - Receives and transmit information between vessels and pilots
 - Relays information to the pilot boat captain and head linesmen on the expected arrival and departure times of vessels.
 - Broadcasts Mayday, Security and Safety messages as and when necessary.
 - Establishes radio contact with vessels to confirm given times of arrival and departure
3. Assists in the traffic management of vessels entering and leaving the Ports
4. Assists in the coordination of lifesaving operations involving vessels and/or persons in distress.
5. Keeps a constant lookout and report promptly any incident/accident, oil spills and other unusual occurrences in the Marine environment.
6. Informs air traffic services of vessels entering and leaving port and relay information between air traffic services and the pilots
7. Reports equipment deficiencies at the Lighthouse
8. Ensures vessels are in an appropriate anchorage location
9. Performs any other related duties as assigned by the Supervisor from time to time

QUALIFICATIONS

- ✦ Five (5) O' Levels including English and Mathematics (General I, II and III) plus one (1) year relevant working experience

KNOWLEDGE, SKILLS AND ABILITIES

- ✦ Demonstrates a high level of professionalism, competency and confidentiality at all times
- ✦ Excellent interpersonal and communication skills.
- ✦ Knowledge of and proficiency in technological innovative tools

- ✦ Sound problem-solving skills
- ✦ Excellent time management and organizational skills
- ✦ Active listening skills and attention to detail
- ✦ Working Knowledge and use of radio communication equipment
- ✦ Function within a team environment
- ✦ Ability to be flexible with work assignments
- ✦ Ability to use one's initiative and be proactive

SIGNATURE

I confirm that the requirements of this job description were discussed with me and I understand what is expected of me.

Employee's Name : _____

Employee's Signature : _____

Date : _____

