

I. POSITION: Assistant Superintendent

II. REPORTS TO: Senior Superintendents

III. SUPERVISES: Dock Personnel

IV. JOB SUMMARY: To achieve the most efficient and effective vessel and terminal operations, and meet budgetary targets for our operation.

V. JOB TASKS:

- Coordinates and communicates safety plans and programs to workforce and staff within the operations department
- Ensure that dock and vessel operations are adhering to safety policies and that safety goals established for that department are accomplished or exceeded
- Responsible for the vessel and terminal operations at Fraser Surrey Docks
- To obtain the operating economies within the operations department
- Maintain consistency in the planning and execution of vessel and terminal operations
- Prepare directly the required documents for vessel and terminal operations – to ensure that vessel by vessel operating economies are obtained
- To achieve the most effective and efficient use of labour by determining the manning requirement and dispatch of ILWU foremen and labour for vessel and terminal operations
- Liaise with yard, gate and rail operations and yard planners to ensure maximum utilization and optimal efficiency of vessel and terminal operations
- Liaise with planners, agents, port captains, ship officers or crew as required
- Monitors vessel and terminal operations to ensure they are being carried out efficiently, accurately and safely
- Create an atmosphere of pride, dedication and accountability
- Reacts professionally to issues or problems and determine the best possible course of action in a quick and decisive manner
- Ensures that the best interests of the company are continually upheld throughout all operations, including adherence to any policies or procedures as set out by the company, while maintaining positive labour relations
- Coach, instruct, educate and motivate foremen, who work within vessel and terminal operations.
- Provide KPI results for the operations to their supervisor on a per shift basis
- Identify successes and variances and give advice or opinion as to how to deal with issues
- To maintain good relations with vessel crew, port captains, shipping lines and customers

- To address or supervise the resolution of any customer issues that are related to the vessel and terminal operations
- Prepare directly vessel performance summaries to customers, billing and operations department
- Participate in weekly Management Group meetings
- Ensure that the workforce under his/her control have their duties properly spelled out and that these duties are thoroughly understood and carried out
- Ensure that the workforce are properly trained to successfully carry out their duties
- Liaises with ILWU Local 502 and 514 to ensure relationships in the vessel and terminal operations remain positive, effective and efficient
- Enforce breaches of policy and initiate/conclude dispute resolutions or disciplinary actions
- To be informed of local shipping activities (terminals, shipping companies, stevedore companies, WFEA and BCMEA)
- To perform other related duties as required

VI. EXPERIENCE:

A successful candidate will have completed grade 12 or equivalent and have a minimum of 2 years of post-secondary education. You must have a minimum of 5 years of supervisory experience, preferably within a unionized environment. Preference will be given to those with experience in the shipping, marine or logistics field.

VII. HOW TO APPLY:

Should you have the appropriate experience and be interested in learning more about this opportunity, please email careers@fsd.bc.ca. Please note that only considered applicants will be contacted. No phone calls please.