



February 2017

1. JOB IDENTITY

Post Title:	Harbour Slipway Foreperson	Service:	Infrastructure Services
Section:	Flood Management, Coastal & Harbours	Grade:	Technical Operative G
Reports to:	Harbour Slipway Supervisor		

2. JOB PURPOSE

- Supervise and assist in the operation and maintenance of the slipway and weighbridge located at Macduff Harbour and the repairs and maintenance of all seven Aberdeenshire Council operated harbours.

This role may require flexible, evening and weekend working.

There is a responsibility for the post holder to demonstrate a commitment to quality service delivery through continuous improvement for the benefit of the Service and the organisation.

3. CORE RESPONSIBILITIES / DUTIES

- Assist in the safe operation of slipping vessels onto and off the Macduff Harbour slipway and maintenance of the equipment.
- Allocate duties and monitor quality of work of Harbour and Slipway Operatives.
- Operate work boat including providing assistance with pilotage.
- Supervise and carry out general maintenance works in Aberdeenshire Council harbours and coast protection structures.
- Identify stock required and need for ordering.
- Assist and undertake road maintenance.

4. QUALIFICATIONS AND TRAINING

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| Essential: | <ul style="list-style-type: none"> • Academic achievement to Scottish National Level 4 or 5, Standard Grades or equivalent transferable experience and skills • Current valid driving licence |
| Desirable: | <ul style="list-style-type: none"> • Qualification in a technical discipline • Fork lift truck licence • Certificate of competence for work boats operations and pilotage duties |

5. EXPERIENCE

- Essential:**
- Experience in maintenance and repair of plant and equipment
 - Experience of working in a harbour environment
- Desirable:**
- Experience of working in a supervisory capacity

6. KNOWLEDGE AND SKILLS

- Essential:**
- Self-motivated team player with a positive approach and able to act as a role model to promote good team working and motivate others
 - Ability to cope with demanding work, undertake manual lifting and climb structures and ladders
 - Customer-focussed with good verbal communication skills with the ability to work to tight and often conflicting deadlines
 - Knowledge of Health & Safety in the workplace

7. ADDITIONAL REQUIREMENTS

Driving Compliance	AC vehicle driver This post has responsibility for and is required to drive Aberdeenshire Council vehicles. The preferred candidate will be required to produce a current, valid driving licence. An offer of employment by Aberdeenshire Council will be subject to the outcome of this check being satisfactory. The employee will also be required to produce their licence, on request, at periodic intervals. Should the employee's driving licence be withdrawn, for whatever reason, it may be necessary to terminate the employee's appointment.
Politically Restricted	Not applicable to this post