



HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

GOVERNMENT VACANCY

JOB TITLE:	Maritime Officer
MINISTRY:	Immigration & Border Force
DEPARTMENT:	Fisheries & Marine Resources Management
LOCATION:	Providenciales

JOB SUMMARY:

This is a mid-level position, with national responsibility for the enforcement of all pertinent maritime laws in the TCI. The job holders are also to participate in all maritime activities; to maintain the maritime vessels and vehicles and equipment.

KEY DUTIES AND RESPONSIBILITIES:

- Enforce all pertinent Maritime laws and regulations in TCI.
- Work with the Senior Maritime Officer to prepare and implement enforcement plans and strategies.
- Conduct Vessel and Land patrols, Dock Inspections and keep records of all observations and data collected.
- Interrogations, charge, arrest and present evidence in Court, when necessary.
- Assist with the Conduct of Port State Control Inspections and keep records of all Inspections.
- Assist in all Maritime Projects and Activities.
- Conduct Inspections on all commercial vessels under the Small Commercial Code (SCV Code 2014) when necessary.
- Assist with the up keeping and Maintenance of all the Department Vehicles, Vessels and other equipment etc.
- Enforcement of the Merchant Shipping Ordinance and Regulations
- Prepare case files as required for presentation to legal authorities.
- Inform and work with the Director and Deputy Director on all pending issues.
- Report to the Director, Deputy Director, Assistant Director and on matters pertaining to conditions in the field
- Perform other duties assigned by proper authorities.
- Adhere to all Public Service codes, rules and regulations.





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MINIMUM QUALIFICATIONS & EXPERIENCE:

Qualifications:

- Hold a minimum of a High School diploma and/or 3 CXCs or equivalent (to include Math and English language);
- Post-Secondary Certificate which includes good performance in the Sciences
- Boat Handling License

Experience:

The post requires minimum of two (2) years on-the-job experience in law enforcement or related fields.

SALARY: Grade 5.1 - \$38,691.00 per annum

Resumes with current contact information must be accompanied by a Cover Letter and two letters of reference (one preferably from a former employer) as well as copies of educational certificates and a copy of the Passport photo page, National Turks & Caicos Islander Status Card (where applicable). Shortlisted candidates must submit a Police Certificate.

Applications should be addressed to The Director, Office of the Human Resource Management Directorate, Church Folly, Grand Turk.

Current serving officers must apply through their Head of Department.

Applications without all supporting documents will not be processed.

TURKS AND CAICOS ISLANDERS Need Only Apply"

We thank all applicants for their interest, however, only persons selected for an interview will be contacted.

