



## **Harbour Berthing Officer/ Junior Patrol Officer**

Role: Seasonal, Part time April- September

Hours: Part time, weekends

Salary: £12.26 per hour

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### **Job and Person Specification**

Chichester Harbour Conservancy has an opportunity for a Berthing Officer to join the seasonal patrol team. The successful candidate will need to be available for weekends from April to September.

The primary role is to be the Chichester Harbour Conservancy representative on the Hard and new Jetty at Itchenor, with duties including:

- Collecting harbour dues and visitor berthing fees.
- Issuing harbour plaques.
- Checking that vessels are displaying harbour dues plaques.
- Providing advice and assistance to boat owners and members of the general public.
- Assisting vessels and tenders using the Itchenor jetty.
- Ensuring that vehicles are not left on the hard.
- Responding to VHF radio calls.
- Taking car park payments.

Additional duties will include, but not be limited to:

- Assist Patrol Officers with preparation of harbour craft.
- Accompany members of the patrol team on harbour plaque checks.
- Accompany members of the patrol team on outreach events around the harbour.
- Understudy Patrol Officers whilst undertaking patrol and other duties.

### **Essential Skills**

- Strong communication skills.
- Customer service skills.
- IT literate.

### **Essential Competencies**

- Flexible and proactive with positive attitude.
- The ability to work as part of a team.
- Ability to work independently.
- Friendly and confident demeanour.
- Reliable.

### **Desirable Qualifications**

- RYA Level II Power Boating certificate or higher.
- RYA VHF Radio Operators Licence.
- Current First Aid certificate.

**Desirable Experience**

- Good knowledge of Chichester Harbour.
- Basic understanding of boating.