

Maritime Safety Authority of Fiji (MSA)

CHIEF EXECUTIVE OFFICER

Background

The Maritime Safety Authority of the Fiji (MSA) is the newly established agency under the government reform project, and is legislated by the Marine Act and its subsidiary regulations. The agency ensures a safe, efficient, secure shipping and maritime sector on behalf of the state by regulating the maritime sector, providing policy advice to government and registration of ships and ports. The MSA is governed by the MSA Board.

The Person

The authority is seeking the services of a dynamic person who will give direction and leadership towards the achievement of the organisation's philosophy, mission, strategy, and its goals and objectives. The CEO will be governed by the MSA Board, and will take a lead role in the transition and setting up of the newly established authority. The Position will report directly to the Chairman of the Maritime Safety Authority of Fiji, Board.

Functions

The following are the prime functions that will be performed by the CEO

- Support operations and administration of the Board by advising and informing Board members, interfacing between Board and staff, and supporting Boards evaluation of chief executive.
- Plan, develop and implement strategies for the Board in order for the organisation to meet its strategic aims and objectives, consistent with the relevant legislative requirements and regulatory oversight.
- Deliver timely corporate documents with respect to planning and reporting to the Minister of Public Enterprises and timely technical reports to the Minister of Transport, Works and Public Utilities.
- Monitor measure and report on operational issues, opportunities and development plans and achievements within agreed formats and timescales.
- Ensure obligations under international maritime conventions which have been ratified are met.
- Evaluate and report to the Board, the overall performance of the organisation.
- Take a lead role in the establishment of the authority, ensuring the recruitment of quality staff, and highly motivated senior management team that has a culture of high performance and commitment.
- Be responsible for propriety, regularity and value for money of the entity.
- Promote and maintain effective partnership with stakeholder in order to achieve the agencies objectives.
- Represent the organisation both internationally and locally.
- Implement an effective public relations programme to raise and promote the profile of the entity and its responsibilities.
- Maintain robust management disciplines including performance management arrangements and controls
- Administer and monitor compliance in accordance with the Marine Act and its subsidiary regulations, in accordance with the agencies values and ethics.
- Ensure activities meet with and integrate with organisational requirements for quality management, health and safety, legal stipulations, environmental policies and duty of care.

Qualifications /Experience

The person applying for this position must have a Maritime Graduate qualification and was serving in a recognized national maritime management role for the last three years OR Class 1 Master/Engineer with some recognized management formal qualification on maritime or shipping administration. He/She must be serving in a relevant position for the last five years.

Any relative higher qualifications may be considered relevant but, not essential.

Remuneration

An attractive salary package with benefits will be negotiated with the incumbent dependent on qualifications and experience.

The position will for 3 years on contractual basis, on completion of satisfactory performance after a 6 month probationary period. The contract may be renewed for a further term subject to mutual agreement of the Authority and the incumbent.

Applications

All applications marked confidential should include detailed Curriculum Vitae to be sent to the following by **9 July 2010**

Chairman – Maritime Safety Authority of Fiji
C/- Permanent Secretary
Department of Public Enterprises
Level 4
Civic Towers
Phone: (679) 3 315 577 Fax: (679) 3 315 035

Applications will be shortlisted and candidates who meet the criteria for selection will be informed in due course. Candidates requiring any additional information are requested to please contact **Mr. Shridesh Jogia, Ministry of Public Enterprise** through **3315577** or email address shridesh.jogia@govnet.gov.fj