



Shift Manager – General Cargo & Container Terminal

P&O Ports Bosasso, Puntland, Somalia

P&O Ports managed by P&O Maritime is a company with a 200 year history in shipping and ports. We specialize in managing small multi-purpose ports including container, bulk and general cargo terminals.

ABOUT THE ROLE:

The Shift Manager – General Cargo & Container Terminal is responsible in planning, managing and supervising container terminal operations during a shift to maximize the efficiency and effectiveness of the terminal, considering commercial, safety and operational factors while adhering to port policies and procedures and procedures.

KEY ACCOUNTABILITIES:

For General Cargo, Break Bulk, Bulk, Ro-Ro & Livestock Activities

Yard strategy and utilization

1. Assist in defining the overall yard strategy, and ensure compliance with the same
2. Assist in defining and planning yard activities/ procedures on the lines of terminal structure, yard configuration, nature of operations, container types, and type of equipments
3. Assist in defining Yard Traffic Rules/ Yard Path Matrix to optimize the productivity of yard equipment and throughput capacity of the yard
4. Plan for handling of GC and/or Break Bulk with quick delivery pre planned due to paucity of space
5. Plan for loading Live Stock with accuracy of head count
6. Ensure injury free loading of Livestock
7. Ensure proper tally of any and all GC, BB, Bulk, Ro-Ro & Livestock whether discharged or loaded to be accurate (all discrepancies to be immediately notified to shipper/consignee & management to avoid claims.
8. Ensure random checks of quantity of cargo being received from vessel, delivered to consignee, or loaded to vessel after being received in the Port
9. Ensure all HSE Rules/Regulations are followed.
10. Ensure Secure operation at all times, by coordinating with Security Team on ground
11. Ensure coordination with Stevedore/Subcontractor if applicable and smooth operation
12. Ensure cargo is received from vessel and delivered and/or loaded with accurate tally
13. Ensure Daily reports on each vessel operating within the Port.
14. Ensure all documentation and payments complete prior to delivery of cargo or loading of cargo on board

Quay strategy and utilization

1. Understand quay design and its impact on operational efficiency
2. Assist in improving quay utilization by analysing berth occupancy, vessel waiting time and related stowage planning factors
3. Ensure that any temporary storage of cargo on the wharf area is cleared the same day (this is due to current modus operandi)
4. Ensure no pilferage whilst storage on quay
5. Ensure full count of livestock BEFORE Loading on board to avoid dispute / discrepancy

Manage container movement & receiving or delivery or loading of GC, BB, Bulk, Ro-Ro & Livestock

1. Ensure yard operations are managed in accordance with terminal policies and procedures, legislative policy, and customer requirements
2. Ensure yard planning is effectively managed to facilitate movement of containers by ascertaining -Corrective measures to avoid potential clashes in the yard, Stacking principles are followed, Optimal allocation of switchers & equipments – e.g. RTG's, reach stackers, forklifts, Empty Container Handlers (ECH's) and Housekeeping of containers to minimize the loading time
3. Explain implications of container movement in the yard – cost, time and convenience
4. Assist in defining norms for equipment allocation to ensure optimal utilization of yard equipments
5. Track and monitor yard inventory , ensure berthing is accurately planned with crane booking office and marine department
6. Ensure strict adherence to protocols for stowage approvals from the Chief Officer
7. Ensure crane program is monitored and modified based on planned and real time information i.e. availability of equipments and resources

8. Ensure issues pertaining to 'out of list' containers and 'through' containers are resolved and ascertain reasons for the same
 9. Assist in defining norms for sequencing crane operations. Define norms for vessel planning under different situations
 10. Manage (plan, lead, organize, control) all terminal operations, planning and personnel for his shift and next shift, ensure shift rosters prepared by Staff & Equipment Control are in accordance with port policies and procedures
 11. Coordinate with Marine operations for receiving information on vessel arrival time, ensure berthing window agreement and performa with the lines are executed
 12. Ensure the liner agent & Marine operations are timely informed about the berthing & the sailing time ,ensure that information of vessel operations is shared and communicated with the Information Desk personnel for preparation of Vessel Closing/ Finalization and terminal statistics
 13. Administrate & report incidents to Operations Manager and translate into procedures for future prevention
- The above activities shall apply to GC, BB, Bulk, RoRo & Livestock with suitable adjustments.**

Customer Service

1. To be the point of contact for shipping lines/agents, existing key customers during shift for all operational related enquires, ensure customer service standards are maintained.
2. To ensure prompt, smooth and efficient dialogue between lines and port operations to maintain strong and professional relationships with customer line.
3. To ensure standard operating procedures are adhered to by shipping lines in compliance with P&O Ports Standard Operating Procedures.

General activities

1. Reallocate equipments and resources across planning team in a timely and organized manner based on the workload
2. Identify training areas for departmental development needs
3. Co-ordinate with IT to ensure system requirements are met for effective yard and vessel planning
4. Ensure effective inter and intra departmental communication for vessel and yard operations
5. Plan, monitor and analyze relevant reports, Propose areas for operational improvement, system automation and up gradation
6. Perform periodical scheduled performance review with reporting personnel
7. Periodically review Stevedore/Sub Contractors performance.

To be considered for this position, the candidate must possess the following qualifications and experience:

- Higher Diploma / Graduate / Bachelor's degree qualification in any discipline
- Diploma or Certificate in either Operational Management, Maritime or Logistics
- 10-12 years of work experience within a container terminal environment, 3 years of which having held a supervisory/managerial level role and demonstrated experience of working with GC, BB, Bulk, Ro Ro Livestock & Containers.
- Should also possess experience of implementing and promoting Health & Safety training and awareness in the workplace

Further details about this role are outlined in the attached Position Description.

The employment benefits package is reflective of the market and location. A competitive salary package commensurate with the successful applicant's skills and experience will be offered.

Applications to be submitted to : recruitment@poports.com