

# KiwiRail | Position Description

## First Officer Engineer Interislander

### **Purpose:**

To plan, organise, direct, coordinate and monitor the operation and work of the engineering department so that systems and equipment are provided and cost effectively maintained in a safe and reliable condition consistent with the principles of good marine engineering practice and the commercial objectives of the Interislander. To ensure the smooth operation of the service speeds and turnaround times.

Health and Safety is an important part of how KiwiRail operates. You will be a safety leader and will be expected to “walk the safety talk”

### **Dimensions:**

**Reports to:** Chief Engineer

**Responsible for:** Second Officer – Engineer  
Third Officer - Engineer  
Second Officer - Electrical  
Third Officer – Electrical

**Location:** Interislander vessels

**Budget:** Approx \$

**Internal Contacts:** HSE Manager  
Deck Officers  
Maintenance Engineers  
KiwiRail Departments.  
Security Manager

**External Contacts:** Contractors; Supplier Representatives  
MCA & MNZ



## **Key Accountabilities**

### **Vessel Operational Performance**

- Maintain a safe engineering watch for the period designated by the Chief Engineer.
- Plans, organises, directs and monitors the work of the engineering and electrical staff and ensures all nominated machinery and equipment is economically and safely operated and maintained.
- Ensure that AMOS is used in the most effective way for monitoring the regular maintenance.
- Ensure that the Class survey of machinery and survey reports including condition of class, test certificates and any that may cover machinery items are retained.
- Provide on board supervision of all operations involving the transfer of fuel or oils, whether shore to ship or ship to shore.
- Plan and manage the engineering team to ensure that all watertight doors throughout the ship are at all times operable and ready for immediate use and all persons who may have to use these doors are familiar with and exercised in their operation.
- Regularly establish the condition of the machinery through frequent personal inspections of equipment in service and take appropriate remedial action.
- On a regular basis carry out the maintenance and testing of all fixed fire-fighting appliances and detection systems, including inert gas and foam smothering systems.
- Store the following statutory and company records in the engine department
  - Engine room log book
  - Engine abstracts
  - Class continuous machinery survey records
  - Class survey reports
  - Class conditions of class; and
  - oil transfer record book
- In conjunction with the first mate carry out the testing of monitoring equipment and the testing and certification of any lifting equipment used on board.
- Identify and recommend opportunities to improve systems, processes and practices.

### **Strategy Development and Implementation**

- Develop emergency and damage control plans.
- Contribute to the development of key operational sustainable strategies that increase revenue and minimise operating costs.
- Contribute to the development of fleet configuration and replacement plans.

### **Leadership**



- Ensure the Engineers are engaged in the business and the preferred culture is presented and developed in the team.
- Develop a culture of professionalism and customer service orientation amongst the staff by acting as a role model.
- Put in place and manage training to ensure all engineer and electrical officers obtain a thorough working knowledge of all machinery.
- Ensure that all staff are competent to carry out the duties assigned to them on the emergency muster list.
- Ensure all new engineering staff complete the applicable familiarization programme.
- Regularly coach and provide clear and ongoing performance feedback. Ensure action is taken to address both good and poor performance in a timely manner.
- Identify training needs and provide training to meet needs.
- Ensure vessel specific competency based training is carried out.
- Implement and maintain a leave management plan for direct reports. Be fully aware of the company policy and procedures and how it relates to your role and those you manage.
- Implement and maintain contemporary human resource practice that supports the effective recruitment and management of staff absenteeism and general staff performance.
- When briefing a crew member to carry out a particular task ensure that
- Each person engaged in any work activity has the necessary skills in order that every particular work process/job can be undertaken safely.
- The correct plant and systems of work are used and that the place of work is as safe as reasonably practicable; and, a permit for work has been issued if required.

## Health and Safety Responsibilities

- Ensure that the specific requirements of the Safety Management System are implemented are adhered to; with due regard to personal and operational safety at all times. Including but are not limited to the following:
  - In conjunction with the First Mate, ensure the regular testing of all safety equipment on board and report in AMOS.
  - Issue permits of work to contractors, ships crew and maintenance staff within their area of control.
  - Report defects requiring maintenance to the Chief Engineer.
  - Monitor the condition of the portable safety equipment in the machinery spaces
  - Arrange through the First Mate to have portable safety equipment replenished or replaced.
- Responsible for complying with the maritime and rail safety system standards, procedures and statutory requirements within your area of responsibility
- Responsible for your own safety and that of other employees, contractors and visitors within your work environment.
- Ensure outside Contractors are familiar with the Interisland safety policy



<ul style="list-style-type: none"> <li>• Responsible for the identification, reporting and initial control of any safety or environmental hazard identified within your area.</li> <li>• Keep up-to-date with all safety bulletins, changes to codes and practices</li> <li>• Ensure that all electrical equipment is operated and maintained in such a manner as to protect all persons against electrical hazards.</li> <li>• Ensure that ship's machinery is either securely guarded or the location and construction of the machinery is such that it is in effect safe to anyone on board</li> </ul>
<p><b>Relationship Management</b></p> <ul style="list-style-type: none"> <li>• Develop and enhance positive relationships with industry groups.</li> <li>• Liaise with Flag State Authorities.</li> <li>• Maintain a professional relationship with regulatory authorities including Maritime NZ and TAIC.</li> </ul>
<p><b>Records Management</b></p> <ul style="list-style-type: none"> <li>• Ensure that all documentation that is designated as "controlled" is up to date and issued as per Section 9 of the Safety Manual.</li> <li>• Ensure you are aware of the policy and procedures around the creating, maintaining and destruction of records.</li> <li>• Assign recordkeeping responsibilities for your area and ensure other staff are aware of who is responsible for records in your area.</li> <li>• Ensure no records are altered, transferred or destroyed before the disposal date or without authorization.</li> <li>• All records are to be kept in the relevant filing system, including emails.</li> </ul>

**Person Profile**

<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• 5-10 years extensive engineering management experience.</li> <li>• Previous experience working within a budget.</li> </ul>	<p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• 5-7 years First Class Certificate</li> <li>• Previous project management</li> <li>• Previous staff management</li> </ul>
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**Education:**

<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• Recognised professional in specialist area.</li> </ul>	<p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• First Class Certificate (Motor)</li> </ul>
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Extensive Engineering management experience.	
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