

DEPUTY HARBOUR MASTER

Position Level: DHM

Location: Pilbara

Effective Date: May 2026

Responsibilities

The Deputy Harbour Master (DHM) is part of the Pilbara Ports marine operations team. The team is responsible for the overall safety and efficiency of port operations.

The key responsibility of the DHM is to ensure the Port's daily marine activities occur in a safe and efficient manner in line with established procedures and standards. Additionally, the DHM will be required to gain an in-depth understanding of VTSC operations.

Reporting

The Deputy Harbour Master reports to the Harbour Master.

Accountabilities

Result Area	Major Activities
1. Safety and People:	• Further a safe, inclusive, and collaborative workplace, that supports the mental health and wellbeing of self, and others. • Identify actions and changes that lead to Pilbara Ports continually improving its safe work environment; both physically and psychologically. • Lead and implement practices that improve safety and inclusion as outlined in Pilbara Ports Leadership Capability Framework.
2. Integrated Management Systems:	• Develop and oversee the systems that ensure Pilbara Ports complies with all applicable codes, as well as its legal and statutory requirements. • Comply with and demonstrate a positive commitment to organisational processes and ISO Management Systems including Quality, Environment, Safety and Information Security.
3. Marine Operations and Services:	• Ensure the Port's marine operations comply with relevant acts, regulations and standards. • Manage Pilbara Ports expectations around incident management and investigation outcomes. • Assist with the management of relevant port service providers in accordance with contractual agreements and set performance measures. • Assist with maintaining port marine operational plans and procedures in accordance with all relevant legislation, aligning with industry best practice. • Support the Harbour Master with planning, co-ordination and monitoring port marine projects. • Facilitate effective communications and relationships with stakeholders.

4. Leadership:	• Provide professional and timely advice on marine operation matters to the Harbour Master, Pilbara Ports staff and port stakeholders. • Facilitate effective communications and relationships with port stakeholders in relation to current and future marine operation matters. • Develop and maintain relationships with government agencies such as WA Department of Transport, Australian Maritime Safety Authority, and respective local council. • Represent Pilbara Ports, in line with its values and vision, at external meetings and events.
5. Compliance:	• Ensure that the Port's marine operations comply with relevant Acts, Regulations and Codes including the Port Authorities Act 1999, Port Authorities Regulations 2001, MTOFSA, and MTOFSR. • Ensure all Pilbara Ports marine contractors/Licensees comply with Pilbara Ports contractual/Licence requirements and that performance standards are achieved.
6. Additional Responsibilities & Expectations:	• Represent Pilbara Ports at internal and external forums as required. • Required to be periodically on call during out of office hours. • Contribute to continuous improvement initiatives in the marine operations area. • Respond to port emergency situations and participate in required drills and exercises. • Other tasks as directed by the Harbour Master.

Selection Criteria

Qualifications:

Harbour Masters Diploma and or other internationally recognised senior marine certificate of competency i.e. STCW II/2 - Master or Chief Officer. Consideration will be given to other mariners holding a recognised Certificate of Competency subject to experience.

Personal Attributes:

- Exhibit behaviours that align with Pilbara Ports' values of Safety, Excellence, Teamwork, Integrity, and Care.
- Demonstrated commitment to an inclusive work culture that encourages diversity.
- A collegiate leadership style that influences others to create buy-in, gain trust and motivate action.
- Excellent interpersonal skills with the ability communicate ideas in a persuasive manner that builds support, agreement, and commitment.

Work Related Requirements:

- Proven success in a similar role within a Port or related Maritime environment.
- Well-rounded experience in marine emergency preparedness and response.
- Demonstrated ability to implement relevant marine legislation through port standards and procedures.
- Demonstrated experience in managing service providers to contracted terms and standards.
- Knowledge of, and proven ability to manage, marine operational aspects including pilotage, towage, Vessel Traffic Service (VTS) and Port Security.

Sound computing skills, as well as the ability to gain a Maritime Security Identification Card, and WA Driver's License are prerequisites for positions with Pilbara Ports.