



VIRGIN ISLANDS PORT AUTHORITY HUMAN RESOURCES DIVISION

INTERNAL/EXTERNAL ANNOUNCEMENT

April 8, 2021

The Virgin Islands Port Authority's Human Resources Division is now accepting applications for the following position:

<u>POSITION</u>	<u>GRADE</u>	<u>SALARY</u>	<u>LOCATION</u>
(1) Harbor Pilot Apprentice	HGS-01	\$35,000.00	Marine-STX

Applications must be submitted to the Human Resources Division no later than Wednesday, April 21, 2021, at 11:59 pm AST.

Job description attached.

Diane C. Richardson, SHRM-CP, PHR
Human Resources Director

An Equal Opportunity Employer

**VIRGIN ISLANDS PORT AUTHORITY
HARBOR PILOTS- U.S. VIRGIN ISLANDS**

NECESSARY KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the channels, water depths, tides and currents adjacent to the harbors and coastal areas of the islands.

Ability to pilot vessels in and out of the harbors of the U.S. Virgin Islands and navigate vessels in the coastal waters of the U.S. Virgin Islands.

Ability to pilot vessels in and out of harbors under varying and difficult weather conditions. Thorough knowledge of the operating conditions and piloting requirements of a variety of types of vessels any gross tonnage.

Thorough knowledge of the “Rules of the Roads” (International-Inland) M1667.2C knowledge of the Virgin Islands Port Authority Marine Rules and Regulations and the Marine Tariff.

Must possess the following:

- A valid Coast Guard Second Mate’s License with proof of sea time having sailed as a Second Mate, having made a minimum of one voyage of at least 30 days duration, or
- A valid Coast Guard issued Master 1600 Gross Tons License with proof of sea time having sailed as a Master of towing vessels with a minimum of 720 days as Operator or Master of harbor assist towing vessels.

Ability to establish and maintain effective working relationships with masters of vessels and crew members.

Must meet established Coast Guard minimum physical and Health standards.

SPECIAL REQUIREMENTS

Harbor Pilot St. Thomas: Must have a thorough knowledge of the Charlotte Amalie Harbor, including the East and West Gregerie Channel, Crown Bay, and Esso Terminal.

Must also have a thorough knowledge of the coastal waters of St. Thomas and St. John, qualifying him/her for special pilotage assignments in those waters.

Harbor Pilots St. Croix: Must have a thorough knowledge of the Frederiksted Harbors, Christiansted Harbors, Limetree Bay, Krause Lagoon and connecting channels.

Must also have a thorough knowledge of the coastal waters of St. Croix, qualifying him/her for special pilotage assignments in those waters.

Must be a U.S. Citizen.

Must not have any medical waivers or restrictions on license.

Ability to work days, nights, weekends and holidays to meet the needs of vessels entering and leaving the Ports.

DUTIES:

Boards vessels outside of harbors and pilots them safely into harbors and to docks as necessary.

Boards vessels when departing and pilots them safely out of harbors.

Pilots vessels in the coastal waters of the U.S. Virgin Islands when required to do so.

Boards vessels from pilot boats under normal, as well as turbulent sea conditions.

Advises vessels' master and other officers in maintenance of course and speed in order to navigate vessels safely.

Provides all information necessary for the preparation of bills for all vessels of 100 gross tons or above or all other vessels requesting the services of a harbor pilot.

Helps with placing and locating buoys under Virgin Islands Port Authority jurisdiction and helps with ensuring channels are clear of traffic.

Fills out pilot reports on all ships entering V.I. water of 100 gross tons or over and on less than 100 tons when such vessel engages the services of a pilot or is required to do so.

Ensures that the pilot's logs and pertinent information regarding marine traffic are kept up to date.

Performs other Marine work as may be assigned.

DIRECT SUPERVISOR:

The direct supervisor of a harbor pilot is the Marine Manager who may delegate this authority to the Chief Wharfinger.