



## NATIONAL MARITIME SAFETY AUTHORITY

### CAREER OPPORTUNITY

The National Maritime Safety Authority (NMSA) is responsible for promoting, complying with and maintaining world class maritime safety standards in Papua New Guinea consistent with legislation and commitments under National Legislation and International Conventions in order to facilitate a safe, efficient and environmentally responsible shipping sector for stakeholders in government, industry and the community. Under the mandate, NMSA ensures a fully functioning and effective network of aids to navigation; availability of high quality and up to date navigational charts; that vessels meet the safety standards required by law and international commitments; ensuring seafarers' competency through vigilant examination and certification, and coordinating maritime responses to distress calls and monitoring and controlling ship-sourced pollution. The NMSA now wishes to fill the following positions:

#### Senior Corporate Strategy Officer

##### **Job Objective**

To provide assistance and ensure that the targets and goals of NMSA's Corporate Strategy are in place and working to full potential and ensuring necessary changes are recommended for improved performance .

##### **Principal Accountabilities and Services Standards**

Among the core accountabilities the successful incumbent will:

*Support relevant Corporate Plan building and implementation activities are monitored and evaluated including monitoring data quality, tracking progress of activities, establishing data trends, contributing to staff capacity building initiatives as necessary; define and implement the key performance indicators including monitoring for the duration of the project ; identify strengths and weaknesses in existing data collection and management systems and propose solutions; review and analyse department monthly reports to ensure high quality reports are submitted on time for the annual report and identify the causes of potential bottlenecks in project implementation to enhance quality reporting; and ensure NMSA values and code of conduct, OHSE and related policies and procedures are adhered to at all times.*

##### **Person Specification and Experiences**

The successful person for this position must meet the following requirements:

##### Skills

Good level of proficiency in MS applications and qualitative analysis; ability to design M&E tools, corporate strategies and plans; demonstrated ability to train and build capacity of others; good level of analytical and assessment skills; good report writing skills and the ability to innovate and recommend better ways of doing things.

##### Knowledge

Demonstrated knowledge and understanding of NMSA Act 2003; National Transport Strategy and Medium Term Transport Plan; PNG Merchant Shipping and Maritime Safety Standards.

##### Qualifications

Minimum qualification for the position is Degree in Business Administration, Strategic Management, Information Management, Project Management or other related discipline.

##### Experience

Minimum of 3 - 5 years of experience in policy analysis, planning and monitoring and evaluation role or similar; strategic planning, office systems improvements; experience in a non-governmental organization and development partners is desirable.

**Apply Now before CLOSE OF BUSINESS on 23 June 2017**

The National Maritime Safety Authority offers genuine career opportunities with attractive remuneration package for the right candidate. The successful candidate we are seeking will have relevant qualifications and experience in the role; have commitment, takes initiative and have personal integrity.

If you have the necessary skills and experience and meet the requirements for the positions and are interested, submit your application to:

***The Manager Human Talents/Resources, National Maritime Safety Authority, PO Box 668, PORT MORESBY, NCD; Papua New Guinea Level 3, Defens Haus Building. Contact us:*** Email: [jobs@nmsa.gov.pg](mailto:jobs@nmsa.gov.pg) or apply online at [www.nmsa.gov.pg](http://www.nmsa.gov.pg).

**ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED**

Authorised by:  
Paul M Unas – General Manager/CEO  
National Maritime Safety Authority