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| **Position Title:** | Fisheries Officer – Flag vessel management | |
| **Level and Salary:** | L 5 | $16,393 to $24,589 |
| **Section:** | Oceanic Fisheries | Fisheries Authority |
| **Location:** | Funafuti | |
| **Reports to:** | Senior Fisheries Officer – Monitoring, Control & Surveillance (SFO-MCS) | |

**Position summary:**

The Fisheries Officer – Flag Vessel Management has primary responsibility for ensuring that Tuvalu meets its obligations as a flag state and monitoring its growing fleet of purse seine vessels. The officer will also assist these vessels with licensing, catch certification and to meet other market access requirements.

**Main responsibilities**:

* Monitor and maintain a systematic record of the activities of each Tuvalu flag vessel from email reports of entry/exit, etc as well as the Vessel Monitoring System;
* Monitor and ensure compliance with all reporting requirements – data submission, e-logsheets, FAD logsheet and FAD registration – and follow up with operators on any deficiencies;
* Ensure transshipments are properly recorded and reconcile transshipment volume with catch reports;
* Prepare catch certificates required by the vessels as well as responding to requests for information from any port states;
* Ensure vessels hold appropriate licences and registration, including Tuvalu HS licence, RAL, and WCPFC registration;
* Investigate any cases against TV-flag vessels that are reported on the WCPFC and PNA case files systems and submit reports and recommendations to the SFO;
* Compile any other information that may be required for market access or eco-labelling requirements – e.g. interactions with marine mammals for MSC audits;
* Undertake other duties, particularly standing in for other members of the compliance team when they are away on duty travel, etc.

**Special conditions:**

* Out of hours work may be required
* May be required to join boarding parties for vessels entering port
* Undertake professional development identified by management and the individual

**Person Specifications:**

*Essential minimum requirements:*

Qualifications/experience

* At least secondary school Form 6 level
* Experience as an observer or work in the Oceanic Fisheries section
* Experience in Monitoring, Control & Surveillance activities

Skills and Abilities

* Able to operate electronic tracking systems such as VMS
* Able to use fisheries information management systems such as FIMS
* Understand national fisheries laws and regional and international fisheries agreements relevant to the WCPO tuna fishery
* Understand the concepts of supply chains such as catch documentation systems
* Knowledge of fishing gear methodology used in the region
* General understanding of the Observer program
* Able to write succinct, clear reports
* Basic computer skills
* Good command of written and spoken English
* Good communication skills with an ability to interact with all stakeholders, in particular foreign fishing company representatives
* Good organizational, document management and time management skills
* Able to adapt to changing requirements and situations

*Desirable experience/qualifications/characteristics:*

* Current passport

**Other information:**

All permanent staff of the Authority will be engaged on a 3 year contract with renewal subject to performance. The retirement age of the Authority is 60.

*It is expected that officers recognise the cross-cutting nature of gender issues; the roles and responsibilities in this job description should be performed by taking into account a sector integration of gender perspectives.*