

# Position Description

<b>Job Title:</b> Ship Maintenance Manager
<b>Department/Program:</b> AOR
<b>Reporting To:</b> Maintenance Manager
<b>Location:</b> Garden Island, Sydney
<b>Level/Salary Range:</b> TBA
<b>Level:</b> Manager

**SUMMARY OF POSITION**

The Ship Maintenance Manager will lead the ship maintenance activities and processes to ensure that the AOR Ship external maintenance period is executed in accordance with, AORSPO, Navantia, N4 library and Seaworthiness requirements. You will be the Subject Matter Expert in external maintenance requirements for the AOR platform in the overall delivery of maintenance services for the AOR Vessels. In addition, manage and mentor the Superintendent and URDEF Engineer is delivering maintenance services.

The Ship Maintenance Manager will establish a collaborative working relationship with the Maintenance Planning Manager, Ship’s Crew, the Commonwealth SPO representative and the contractor(s) to create and grow a best practice and efficient maintenance services support capability. Outside the ship external maintenance period the SMM will lead the Superintendents is developing, reviewing and modifying work instruction in accordance with the Maintenance Planning Managers requirement

## DUTIES AND RESPONSIBILITIES

- Support the Maintenance Planning Manager and the Maintenance Manager in matters to do with the maintenance management of the AOR Platforms.
- Provide maintenance management to a core team of maintenance practitioners to maintain the AOR ships and to work within the AOR Asset Management, Seaworthiness frameworks and the AOR MMP, in executing maintenance activities
- Undertake all Maintenance administrative actions necessary to ensure that the correct maintenance recording and reporting processes have been followed in accordance with the approved MMP
- Action and update the maintenance documentation and technical data for the supporting the external maintenance activities IAW the approved MMP and Main Work List.
- Manage and coordinate the contract team for planned and corrective maintenance tasks required as part of the Annual Work Plan IAW the contractual performance KPIs.
- Manage, coordinate and close external maintenance availabilities in accordance with ANP requirements, and develop and maintain work packages.
- Manage and conduct maintenance investigations and support the Engineering and the Configuration Control within an AOR Management.
- Utilise the Defence Systems (CMT-U & AMPS) to maintenance tasks, maintain maintenance history, reporting, recording modification status, receipt of TM200s, URDEFs and close out tasks.
- Responsible for maintenance task management (sign-off) for activities relating to PM, CM, UCTs, assuring work instructions and certified items, compliance to the Safety Induction Pass System,

perform authority to fit, organise cannibalisation when approvals have been granted and manage Beyond Economic or Physical Repair

- Record and report in-service maintenance information and data required for effective management and hand over to the Asset management function (Life Cycle Costs & Trend analyses).
- Support and lead the team in achieving maintenance objectives.
- Perform quality control checks to ensure the effectiveness of the maintenance systems

### QUALIFICATIONS AND POSITION REQUIREMENTS

- Extensive experience in Maintenance Systems
- Previous experience in Maintenance Management and leading a maintenance team to develop and maintain management schedules in a Defence environment
- Demonstrated knowledge of contemporary maintenance practices including condition based maintenance
- Working knowledge in Naval systems (such as Configuration Management Tool-Unified (CMT-U) and Asset Management and Planning System (AMPS))
- Very strong interpersonal skills and ability to communicate effectively
- Ability to work collaboratively, but can also operate autonomously using initiative, sound reasoning, listening and decision making skills
- Demonstrated ability to deliver results in a high pressure environment

### COMPETENCIES

**Technical:**

- Demonstrated knowledge of contemporary maintenance practices including condition based maintenance
- Significant experience in a Defence related Naval industry

**Management:**

- Demonstrated ability to manage competing priorities
- Ability to work independently and communicate with stakeholders
- Ability to manage the complex maintenance of a naval platform
- Ability to manage ship maintenance periods and ship docking periods.

**Behavioral:**

- Demonstrate behaviours that promote positive team morale
- Demonstrate Navantia values at all times and encourage others to do so
- Develops relationships based on trust and support

**Leadership:**

- Promote a positive environment that supports high performance
- Strong interpersonal skills and able to build positive relationships
- Lead change with energy and enthusiasm

**Security:**

- Ability to gain NV1 Security Clearance as a minimum

**Pre-employment Medical / Background Checks**

- Reference Checks, Employment Verification Check, AFP Police Check, Qualification Check
- (As this a physically active role that will require confined space entry the use of ladders/stairs on a floating platform a medical may be required)

APPROVED

<b>Approved by:</b> Managing Director - Alfonso Garcia Valdes	<b>Signature / Date:</b>
<b>Approved by:</b> Human Resources - James Cowie	<b>Signature / Date:</b>