

Manager, Integrated Management Systems (Quality, Health, Safety, Environment and Regulatory - QHSER)

About Pacific Pilotage Authority

- A federal Crown Corporation based in downtown Vancouver, the Pacific Pilotage Authority (PPA) provides safe and efficient marine pilotage services in the coastal waters of British Columbia, including the Fraser River
- PPA oversees dispatch and launch operations at stations in Vancouver, Victoria, Steveston and Prince Rupert. A progressive employer with a mandate critical to the economy of Canada. The PPA is wholly self-funded, complex, small, and nimble. PPA employs a diverse workforce of approximately 100 people
- PPA, a non-appropriated organization, generates revenue through pilotage service charges paid by shipping companies that access the coastal waters of British Columbia with the assistance of licensed pilots
- PPA is governed by a Board of Directors appointed by the Government of Canada
- PPA offers a dynamic work environment and competitive compensation benefits, including a defined benefit pension plan
- For more information about PPA, please visit <https://www.ppa.gc.ca/welcome>

About the Role

Functional reporting to the Chief Operating Officer (COO) and the Chief Technical Officer (CTO) with direct access to the Chief Executive Officer for DPA and other QHSER-critical issues, the Manager, Integrated Management Systems is responsible for implementing and managing an integrated management system for PPA's pilot vessels, shore-based offices, and regulatory compliance requirements.

Job Responsibilities

- Oversee implementation of an integrated management system with a focus on quality and safety management, including regulatory compliance.
- Works with all levels of the organization to promote a safety-oriented culture.
- Acts as a subject matter expert and advises the leadership team on all aspects of the QHSER program.
- Conduct root cause analyses for non-conformities to prevent recurrence. Ensure that all necessary corrective actions for non-conformities and deficiencies are carried out to completion.
- Ensure that safety procedures are followed.
- Track near misses and incidents to identify trends and safety barriers.
- Develop safety initiatives, policies, and procedures to ensure safe operation of our vessels and mitigate future risk.

- Monitor, document, and report on organizational compliance with the Pilotage Act and associated regulations, Safety Management Regulations, International Organization for Standardization (ISO), and the International Safety Management (ISM) Code.
- Liaise with Transport Canada, provide link between Transport Canada and the PPA.
- Lead PPA's participation in internal and external audits, ensure that audit findings and corrective actions are implemented.
- Lead Quality Management System (QMS) meetings.
- Ensure requirements of the various management systems are met
- Work with other Pilotage Authorities to review incidents and near misses nationally and suggest corrective measures as appropriate
- Be available to interested stakeholders to review incidents and near misses and collaborate on root causes analysis of occurrences to prevent recurrence

Qualifications

- Recent experience in managing Quality, Health, Safety and Environmental Protection programs.*
**Recent is normally demonstrated through two or more years of experience. Candidates who have elected to pause their career to pursue other obligations may apply and will be required to demonstrate how their experience is relevant.*
- Bachelor's degree in nautical sciences, marine safety management, or a related field is preferred.
- Master, Near Coastal/Master Unlimited certification preferred. Master Mariner certification is an asset.
- Experience as a commanding officer or Chief Officer preferred.
- Experience with internal and external audits required.
- Familiarity with ISO 9001:2015 and ISM codes required.
- Understanding of rules and regulation, applicable codes, and standards related to safety and environmental protection.
- Experience as a Designated Person Ashore (DPA) is an asset.
- Continuing education in maritime management systems from a classification society is an asset.
- Experience with Enterprise Risk Management (ERM) is an asset.
- Project management experience is an asset.
- Team player with excellent listening, analytical, communication skills.
- Strong English writing skills with ability to develop policies and procedures is required.
- Ability to build relationships and work effectively with internal and external stakeholders and industry partners.
- Superior analytical, critical thinking, and decision-making skills.
- Proactive, adaptable, and solution oriented.
- Knowledge of human resources planning, and budgets is an asset.
- Proficiency with Microsoft Office Suite required. Knowledge of SharePoint is an asset.



Accommodation

Pacific Pilotage Authority is committed to removing barriers to employment. If you require accommodations throughout the recruitment and hiring process, please let us know. All information received in relation to accommodation will be kept confidential.

Employment Equity

Pacific Pilotage Authority is committed to building a diverse workforce and inclusive work environment. We are committed to employment equity and strongly encourage applications from the four designated equity seeking groups (women, Indigenous Peoples, persons with disabilities, and visible minorities).

How to Apply

Please forward a cover letter and resume to hr@ppa.gc.ca