



TRINITY HOUSE

ROLE PROFILE

BUOY YARD TEAM LEADER

JOB PURPOSE

To carry out duties as assigned by the Buoy Yard Supervisor and deputise in their absence, ensuring buoy production demands are met safely and in full, overseeing and reporting on the performance of all buoy yard production, staff and contractors.

KEY RESPONSIBILITIES	Field operations	<ul style="list-style-type: none">▪ Carry out duties assigned by the Buoy Yard Supervisor.▪ Carry out routine inspections and servicing of the plant in accordance with published procedures and to assist in higher level plant maintenance as necessary.▪ Complete all required reports accurately and in a timely manner.▪ Act as qualified HLO (if requested) for out station tasks as required. Competent in all aspects of buoy production including paint spraying, grit blasting, mechanical assembly and other core duties.▪ Accountable for the stores issued for the execution of assigned tasks.▪ Keep accurate records of work as required by the Buoy Yard Supervisor.▪ Oversee all aspects of buoy production ensuring the safe and efficient use of all resources to meet business needs.▪ Undertake additional tasks and responsibilities as assigned or necessary, within the scope of the role.
	Asset management	<ul style="list-style-type: none">▪ Assist the Buoy Yard Supervisor in identifying improvements in maintenance regimes and potential improvement projects.▪ Cooperate with the Buoy Yard Supervisor in providing a high priority response to failures to Aids to Navigation, which in the view of management cause a serious threat to Mariners.

	Supervising others	<ul style="list-style-type: none"> ▪ Oversee the work of team members and relevant contractors as required to agreed Trinity House standards. ▪ Ensure all tasks are conducted safely in accordance with current policy and legislation. ▪ Ensure effective communication and co-ordination with other stakeholders. ▪ Reporting of staff performance issues to the Buoy Yard Supervisor. ▪ Oversee the daily running of Buoy production, reporting any issues to the Buoy Yard Supervisor or Technical Services Manager. ▪ Uphold professional standards of behaviour and act quickly to address poor performance.
ENTRY REQUIREMENTS	Skills and experience	<ul style="list-style-type: none"> ▪ Previous experience in a similar role (e.g. maintenance, installation) in an industrial environment. ▪ Experience of maintaining and setting standards of behaviours for others in line with existing policies and procedures. ▪ An appropriate level of practical experience and training. ▪ Experience of achieving high standards of H&S within an industrial environment. ▪ Experience of supervising and effectively communicating to others. ▪ Good working knowledge of MS office products and databases. ▪ Experience of progress chasing and working to high standards. ▪ Experience of using heavy lift plant and equipment such as forklifts and cranes.
	Qualifications	<ul style="list-style-type: none"> ▪ Level 2 qualification within Health and Safety ▪ Level 2 qualification in Management or Front Line Supervision
	Professional Competencies	<ul style="list-style-type: none"> ▪ Health and safety ▪ Planning and organising ▪ Judgement and decision-making ▪ Interpersonal and communication ▪ Team working and co-operation ▪ Professionalism ▪ Creativity and flexibility