

**Employer:** Maritime Cook Islands

**Location:** New Zealand or Australia.

**Industry:** Maritime Administration

**Job Function:** Flag Administration - Technical Manager

**Employment Type:** Full Time / remote

**Experience:** Degree in naval architecture, surveying experience, experience in the yacht industry.

## **Job description**

### **About us**

Maritime Cook Islands (MCI) is the Corporate Administrator of the Cook Islands Ships Registry. MCI provides Registration, Survey and Certification services to Cook Islands flagged vessels, which operate internationally.

### **The role**

A successful candidate will be a key member of a small team of maritime professionals responsible for the survey and certification of Cook Islands vessels and for the ongoing development of systems required to support this activity.

The position requires the ability to be highly organized, work to deadlines, take initiative, work independently, problem solve, accurate record keeping, analyze data and communicate with and supervise and instruct independent surveyors and auditors.

### **Main duties and responsibilities**

- A successful candidate will be charged with ensuring the compliance of Cook Islands Registered yachts operating in the Pacific Asia area are compliant with necessary international and national requirements; including but not limited to, ensuring surveys are carried out and reviewed, certificates issued, resolving technical requests from clients and Agents; keeping yacht records up-to-date.
- Work with MCI surveyors and approved ROs, to ensure that Cook Islands requirements are clearly understood and complied with, and that information is provided to MCI in a timely and accurate manner and in an easily understood and verifiable format.
- Work with the Technical Department team from time to time, to provide technical support clients.
- Become a proficient user and contributor to the Administrations IT systems and procedures.
- Report to the Head of Technical Department.

### **Qualifications and Experience**

- Naval Architecture degree or seafaring experience at management level;
- At least 5 years' experience in the yacht industry, with surveying functions or in positions involving the knowledge of Classification Societies rules and international maritime statutory standards.
- Excellent knowledge of the English language is essential.
- The ability to communicate clearly both written and verbally.



- Strong analytical skills and a good grasp of information technology, including database systems, word, excel, Outlook.
- The ability to work in a multicultural environment.

**Desirable**

- Previous experience in a Maritime Administration or Classification Society

Please submit resumes to MCI Technical Department – [technical@maritimecookislands.com](mailto:technical@maritimecookislands.com)