

## CANDIDATE BRIEFING PACK

Operations Officer  
ILV Granuaile



Closing date for applications is midnight on 18 July 2025

*~Safe Navigation at Sea~*

@irishlights

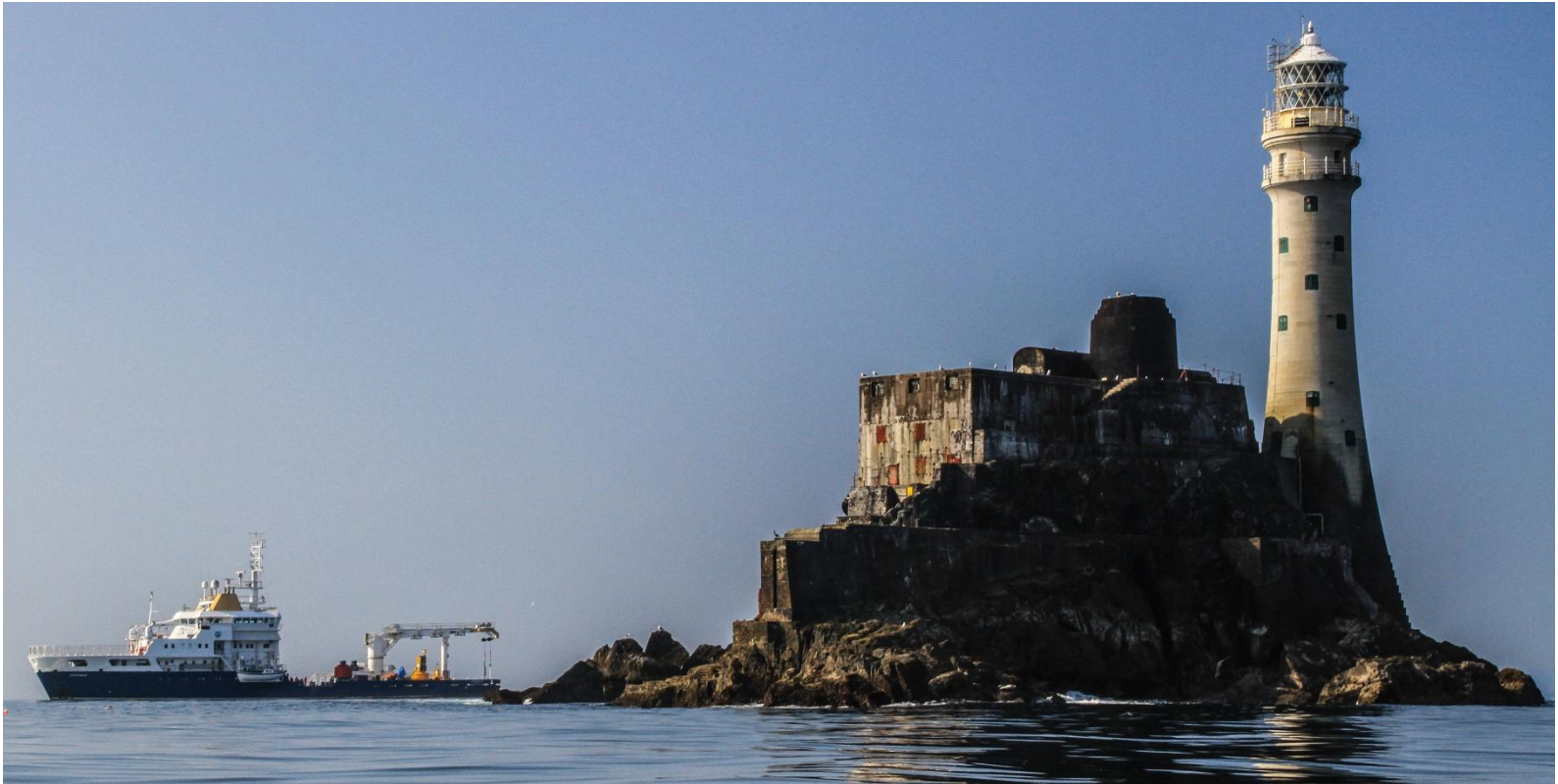


The Commissioners of Irish Lights (Irish Lights) has responsibility under the Merchant Shipping Acts and the SOLAS Safety of Life at Sea Convention for the regulation of all marine Aids to Navigation (AtoN) around the island of Ireland and for wreck response outside of harbour areas. Irish Lights provides AtoN for general navigation and inspects and audits Local AtoN provided by Local Lighthouse Authorities (LLA) in ports, harbours and Local Authority areas, and ORE developments. Irish Lights is a statutory consultee under the Marine Area Planning, Foreshore and Planning Acts.

Irish Lights works closely with Trinity House (England, Wales, and Channel Islands) and the Northern Lighthouse Board (Scotland and Isle of Man) to deliver AtoN services. This close cooperation with Trinity House and Northern Lighthouse Board allows all three organisations to share resources and expertise for the benefit of all stakeholders.

In addition to our core statutory services Irish Lights uses its required reserve capacity to provide commercial and added value services to industry and serves coastal communities through initiatives such as Great Lighthouses of Ireland.





### Irish Lights Remit

The mission of Irish Lights is Safe Navigation at Sea. We are a maritime organisation delivering essential 24/7 safety and navigation services around Ireland and Northern Ireland, 365 days a year. Our vision is to protect lives, property, trade and the environment by delivering next generation maritime services at the interface of navigation technology, engineering and data management. Playing a lead role in maritime safety, Irish Lights operates a 24-hour emergency response function.

Irish Lights is responsible for Maritime Aids to Navigation under the Safety of Life at Sea (SOLAS) Convention. This remit includes the provision and maintenance of over 340 general aids to navigation, the superintendence of approx. 3,500 local aids to navigation, and marking or removing dangerous wrecks outside harbour areas around Ireland.

Irish Lights also provides a range of navigation and contract commercial services including ship charter, buoy and maritime data. We provide value added services to support the development of the broader maritime economy including Met and Coastal Data Services. The Irish Lights tourism and heritage initiative, 'Great Lighthouses of Ireland' was developed in partnership with local communities and offers visitors from home and abroad the chance to visit or stay in a working lighthouse.

### Mission Statement

**Safe Navigation at Sea:** To be a leading provider of reliable, efficient and cost-effective navigation and maritime services for the safety of all.

### Vision Statement

Irish Lights will be a dynamic, forward facing maritime organisation, conscious of our long history and poised to deliver future safe, smart and sustainable maritime services – at the interface of navigation, technology, data and engineering.

### Values

Irish Lights' strategy will be delivered by holding true to the values of the organisation. Our Values set the foundation for our interactions with our stakeholders, customers, suppliers, and the community. These values, which are the cornerstone for the success of the organisation, are as follows:

- Professionalism
- Respect
- Trust
- Quality
- Innovation
- Collaboration

## Goals and Key Focus Areas for 2025–2030

This 2025–2030 strategy is strongly focused on safe navigation through the provision and regulation of Aids to Navigation to the international standards set by IALA. The strategy recognises the importance of this infrastructure to safe, efficient, and environmentally responsible trade encompassing over 90% of goods brought to/from the island of Ireland.

It also recognises:

- the central importance of addressing the drivers of strategic change, including climate action measures at the forefront of our work programmes including measures to deliver our Climate Action Roadmap.
- the increasing demands on our sea space and the need for collaboration to deliver the best Marine Spatial Planning outcomes for all users. Existing shipping, fishing and leisure activities will be required to share our sea space and coexist with ORE developments, MPA's and DMAPs.

### Strategic Goals and Focus Areas 2025–2030



- 1. Ensure Safe Navigation for All** Provide and regulate to international standards a network of marine aids to navigation around the island of Ireland, which is secure, resilient, and technically advanced and which protects lives, the economy, trade and the environment.



- 2. Demonstrate Leadership, Collaboration and Alignment at National and International Level** Act as trusted experts working in co-operation with our national, GLA, and international partners, to align the development of safe navigation services to evolving policy, regulatory and industry needs, using innovative technology and promoting the shared and safe use of the maritime domain.



- 3. Commit to Sustainable Operations, Climate Action, Protection of the Environment and Biodiversity**  
Make a difference by managing climate risks, reducing our impact on the environment, promoting biodiversity and capturing the opportunities that sustainability can bring.



- 4. Serve Coastal Communities, Safeguarding and Sharing Our Maritime Heritage**  
Build relationships at a local level, by promoting the use of maritime heritage assets and by growing and harnessing our all-island Great Lighthouses of Ireland tourism partnership to maximise local benefits.



- 5. Deliver Excellence and Stay True to Our Values** Combine the skills and expertise of our employees with new technologies to drive quality, reliability and continuous improvement, maintaining excellence and staying true to our values of Professionalism, Quality, Respect, Innovation, Trust and Collaboration

## OPERATIONS OFFICER, ILV GRANUAILE

### NAVIGATION, MARITIME AND CONSENTING DEPARTMENT



#### About ILV Granuaile

ILV Granuaile is a multifunctional vessel which primarily operates in the waters around the coast of the Island of Ireland. Its primary function is to place and service offshore buoys, which warn mariners of the location of sand banks, reefs and other offshore hazards near shipping routes. The vessel also serves as a helicopter platform for servicing offshore lighthouses and is available to assist State agencies with search and rescue, emergency towing, oil pollution control, surveying and offshore data collection. Primary duties involve maintenance of Aids to Navigation. Over the ship's 25 years in operation, she has successfully completed a wide range of offshore contracts including subsea operations.

#### Overview of Role

The Operations Officer keeps navigational watches and provides support to the Master and Senior Operations Officer (SOO) in all aspects of the ship's administration and operational tasking. As well as undertaking these duties, the role involves maintaining Aids to Navigation, including Lighthouses and Buoys, and surveying the Irish Coast utilising the latest surveying technology.

#### Main duties and responsibilities of the role include:

- Holding navigation or bridge watches when required
- Inspecting and maintaining ship's Fire Fighting (FFA) and Life-saving (LSA) equipment
- Administering the ship's Safety Management, Operational and Crewing systems
- Taking part in fire-fighting exercises and drills and capable of being part of the fire-fighting team, including donning fire suit and breathing apparatus, as required.
- Assisting the SOO (Chief Officer) with buoy, lighthouse and commercial operations as required both on deck and on the bridge
- Contributing to promotional activities e.g. creating public awareness of the work of the ship and Irish Lights
- Delivering on objectives agreed in the Performance and Development System (PADS)

#### Qualifications, Experience and Required skills

##### Essential Qualifications (All in Date)

- Minimum valid STCW II/2 certification (Chief Mate) and all associated STCW short courses.
- Relevant Medical Certificate (in date)
- Full clean driving licence

##### Essential Requirements/Experience/Skills

- Marlin test result of at least 90% (If English is not the first language).
- Experience of undertaking navigation and bridge watch duties
- Experience of managing ship's administration
- Demonstrated evidence of Seamanship and Navigation skills
- A working knowledge of marine statute and regulations
- Excellent interpersonal skills with the ability to communicate at all levels
- Demonstrated ownership of tasks and responsibilities with the ability to carry out tasks efficiently
- Strong communication and teamwork skills
- Good computer skills
- A good level of physical fitness





#### Further Qualifications/Experience/Skills (Desired)

- Previous experience on specialised vessels such as Aids to Navigation, Offshore or Naval vessels is a distinct advantage
- Experience of working at heights
- Experience working on Irish and UK coast
- Experience with buoy/rig moorings, work boats and crane operations at sea
- Experience of ship to shore personnel and equipment transfer
- Experience working with commercial contractors in marine environment
- Valid DP certification
- Helicopter related courses
- A knowledge of the role and service Lighthouse Authorities provide
- Proficient with Ships Navigational Aids
- An understanding of Hydrography and Hydrographic surveying

#### Competencies required in the Role.

##### Core

- **Personal Responsibility** – Taking responsibility for your own actions and being open to learning and change
- **Manage Work** – Identifying, prioritising and organising work for delivery. Taking ownership and being accountable for your work
- **Communicate Effectively** – Two-way information sharing process which involves sending a message in a clear and responsible way that is easily understood
- **Teamwork** – Working collaboratively with others, both within and outside your department, to achieve the best outcome

##### Management

- **Leadership** – Understanding the importance of leadership for the achievement of Irish Lights goals. Demonstrating the skills to lead employees to achieve success
- **Drive for Results** – Consistently performance through people by demonstrating drive, flexibility and a willingness to take action and complete tasks. Being resilient and courageous in the face of setbacks
- **Support Others** – Identifying with and understanding the needs and viewpoints of others and supporting employee's development and wellbeing. Genuinely valuing the inputs and expertise of all employee's
- **Strategic Thinking** – Demonstrating the capacity to think big picture as well as the focus on the detail. Ensuring work is aligned with the business objectives and strategic direction.



### Salary

An annual salary of €57,287 rising to €68,380 (8 points) with very generous pension benefits are attached to this role.

Irish Lights is based in the Republic of Ireland and is subject to taxation and legislation in the jurisdiction.

### Hours of Work

The successful candidate will join one of two crews who operate a 4 week on/off roster on board the ILV Granuaile.

### Travel and Subsistence

Travel and subsistence expenses are paid to employees required to travel, in accordance with approved rates. Please note that travel expenses for employees are only paid within the island of Ireland.

### Terms & Benefits\*

Irish Lights offers a comprehensive and market-competitive range of benefits to employees, including a generous range of family friendly/flexible working policies and a commitment to the further development and education of its staff.

**Pension Scheme:** Very generous pension benefits (defined benefit scheme, 28.97% employer contribution) are attached to this role.

**Death in service pension benefits:** The pension scheme will pay 2 times annual salary to a nominated person(s) in the event of a member's death in service.

**Repatriation** - You will be entitled to repatriation in accordance with the repatriation provisions.

**Family Friendly Policies:** Irish Lights has a range of family friendly policies that allow employees to balance work with other aspects of their lives. These include Maternity, Paternity, Adoptive and Parental Leave provisions, the majority of which have elements which are enhanced beyond the statutory entitlements.

**Employee Assistance Programme (EAP):** Irish Lights provides an independent, 100% confidential EAP service, delivered through VHI, offering professional and impartial advice, information and counselling on a range of issues including legal, financial, and health matters. This service is free to employees and is also available to immediate family members.

**Occupational Health Service:** Irish Lights works with an independent Occupational Health service provider, who provides support and advice for employees who have an illness or a medical condition affecting their ability to work.

**Training and Development support:** Irish Lights aims to ensure that all employees have the knowledge, skills and experience necessary to be successful in their roles and to fulfil their career potential and operates a Performance and Development Process through which development can be planned and achieved.

**Sickness Absence Provisions:** For employees unfortunate enough to become ill, the Sick Leave Policy provides up to a total of 13 weeks paid leave (less any social welfare payments) in one year, followed by a further 13 weeks half pay (less half of any social welfare payments) thereafter, subject to a maximum of a total of 26 weeks paid sick leave in any four-year period. These benefits are enhanced after 3 years satisfactory service.

*\* To be considered for this role, candidates must be able to prove they have the right to work in Ireland. Applicants should note that eligibility is determined by the Department of Enterprise, Trade and Employment. Further information regarding eligibility is available at:*

*<https://enterprise.gov.ie/en/what-we-do/workplace-and-skills/employment-permits/employment-permit-eligibility/>*

*Non-EEA applicants are responsible for ensuring they can secure a visa to travel to Ireland. Any offer of employment is conditional on applicants securing the appropriate employment permissions.*

### Appointment

Irish Lights retains the right to offer on a fixed-term contract basis in certain circumstances.





### How to Apply

Please send a brief cover letter outlining why you are interested in this role together with your CV to [human.resources@irishlights.ie](mailto:human.resources@irishlights.ie).

The closing date for applications is midnight on **18 July 2025**.

Please view [Irish Lights Job Applicant Privacy Notice](#) on the Vacancies page of our website.



Commissioners of  
**IRISH LIGHTS**

Navigation  
and Maritime  
Services

*The Commissioners of Irish Lights is an equal opportunities employer and promotes diversity in the workplace.*