



**Job Title:** Regulatory Services Port Health Officer

**Ref no:** 2709

**Contract:** Permanent

**Location:** Portsmouth International Port (PIP)

**Salary:** £36,647 - £40,220 + 17% shift allowance

**Hours per week:** 37 hours per week, shift pattern (including weekend and out of hours shift allowance)

**Full Driving Licence required.**

**Short Description:** *Portsmouth International Port have an exciting opportunity to join their Port Health team as a Regulatory Services Port Health Officer. This role will focus upon delivering border inspection duties, assisting with statutory responsibilities and the delivery of regulatory actions in the implementation of the new Border Target Operating Model. As the successful applicant, you will be able to demonstrate your expertise in enforcement within a similar environment.*

### **What is the Portsmouth International Port?**

Portsmouth City Council controls all its maritime activities through the Port Service. Portsmouth International Port (PIP) comprises the Cruise & Ferry Port (CFP), Flathouse and Albert Johnson Quays and the Camber.

### **What is the role?**

As the Regulatory Services Port Health Officer, you will be dealing with consignments entering the UK through Portsmouth International Port, whilst working within the broader Regulatory Services team. Your role will focus upon delivering border inspection duties, assisting with statutory responsibilities, and the delivery of regulatory actions.

Your role is key to the effective delivery of the Port Health Authority's enhanced functions delivering the authority's enhanced Port Health functions upon the implementation of the new Border Target Operating Model (BTOM) in 2024; dealing with consignments entering the UK through Portsmouth International Port.

### **The role's duties will include:**

- **Participating in regular shift pattern work required to meet the service demand of roll-on-roll-off (RORO) shipments from the EU eighteen hours a day 365 days a year.**
- Working within a busy Border Control Post

- Assisting and reporting to the Principal Regulatory Service Officers, Official Veterinarians, and the Port Health manager; carrying out of the Port Health functions at Portsmouth International Port
- Assisting with the delivery of food and feed checks in order to ensure that products entering the county are safe to eat and safe to enter the food chain
- Ensuring that animal and public health is safeguarded
- Ensuring that compliance with EU and UK rules are maintained, and international trading standards are secure
- Preventing and controlling incidences of infectious disease and food-borne infections
- The certification of food products for exportation / importation
- Conducting ship sanitation inspections onboard ships
- Taking potable water samples for testing of water onboard ships and at port facilities
- Carrying out surveillance of other animal diseases and administration of the Pet Travel Scheme
- Participating in the investigation and prevention of outbreaks of infectious disease onboard ships entering Portsmouth International Port
- Assist in managing the provision of a quality regulatory service in Port Health; providing a high level of customer service, whilst working effectively with businesses to protect public health
- Managing projects, assisting in enforcement proceedings, and managing complex casework; carrying out regulatory inspections and risk assessments
- Providing advice, guidance, and assistance to import/export agents, businesses, and organisations; contacting the service ensuring regulatory compliance through education and advice
- Taking enforcement action, preparing and giving evidence in court
- A commitment to the personal professional development and understanding the competencies in the above
- Transportation of samples using the provided service vehicles.

**As the Regulatory Services Port Health Officer, you will be able to assist and support senior officers by:**

- **Working within a shift team of Port Health professionals at Portsmouth Port's Border Control, effecting key decisions regarding sanitary and phyto-sanitary (SPS) checks on consignments entering the UK through the Port.**
- Achieving the qualifications necessary to deliver the full range border control sanctions
- Achieving statutory compliance
- Delivering service enquiry management
- Developing IT systems
- Developing income generation
- Developing and delivering team training and team building

**Who is the person?**

**You will have the ability to operate in a flexible working environment, as the role requires participation in regular shift pattern work required to meet the** Ideally, the post holder will already be participating in the attainment of a formal qualification such as:

- a Higher Certificate in Food Control - or



- a Trading Standards qualification delivered through the Trading Standards Qualifications Framework - or
- another "recognised certificate" in environmental protection, occupational health and safety, or public health

**Additionally, you should have:**

- **The ability to operate in a flexible working environment, as the role requires participation in regular shift pattern work required to meet the service demand of roll-on-roll-off (RORO) shipments from the EU eighteen hours a day 365 days a year.**
  - Relevant enforcement experience obtained through working in a similar role
  - A proven aptitude towards delivery compliance through official controls
  - Quality interpersonal skills to contribute positively to complex team discussions
  - A business facing and caring propensity whilst seeking compliance
  - an understanding of PACE, CPIA, RIPA, HACCP and other effective investigatory principles
  - Knowledge of the judicial system or have used the criminal and civil courts
  - An understanding of industry guidance, techniques of inspection, and sampling
  - An awareness of regulatory regimes and programs, SFBB and similar food safety management systems, and consumer protection environments
  - An understanding of a range of enforcement sanctions and appropriate applications of law
  - A high level of IT literacy is necessary
  - High standards of communication and presentation skills
  - A full driving license

**Additional information:**

If you have any questions, or would like an informal discussion about the role, please contact [John.Skinner@portsmouthcc.gov.uk](mailto:John.Skinner@portsmouthcc.gov.uk)

**When completing the application form, please thoroughly tailor your application to the 'Who is the Person' points with the use of examples from your experience and attach this as a cover letter in the Supporting Documents section. This is important, or you are likely not to be shortlisted.**

All employees and third parties working at the Portsmouth International Port are subject to a Substance Misuse - Drug & Alcohol Testing Policy and the Port reserves the right to carry out with cause and random testing.

Your contractual hours are 37 per week, which are to be worked in accordance with the flexible working hours' scheme and the needs of the Service. The role will require some evening and weekend working.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.

We are a disability confident employer - committed to ensuring that our recruitment and selection process is inclusive and accessible and welcome applications from all areas of society.



We really appreciate our employees and fully realise they are essential to our success and look to offer an inclusive, supportive working environment where employees can reach their potentials with a healthy work life balance, offering the following rewards:

- A generous pension scheme
- Up to 31 days annual leave per year pro rata + bank holidays
- A range of retail discounts via our reward portal offering discounts at retailers including IKEA, Currys, Tesco
- Free Access to Employee Assistance Program (EAP) and wellbeing support
- Access to a wide range of training and development opportunities including apprenticeships
- Potential to purchase additional annual leave
- Business travel support and initiatives, including bike loans

**Should you require any support in completing the application form please contact [Recruit@portsmouthcc.gov.uk](mailto:Recruit@portsmouthcc.gov.uk)**

### **General Data Protection Regulation (GDPR)**

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

