

VACANCIES FOR FULL TIME RESERVE SERVICE POSITIONS
UPDATED 15 JAN 2018

**Unless otherwise specified the closing date for these positions is the 28
FEB 2019**

PLEASE READ THE GENERAL NOTES BEFORE APPLYING

These are offers to serve in permanent Naval Service through bespoke commitment levels for a period of up to 5 years, for trained ex-regular RN personnel and Maritime Reserves; across all ranks, rates and specialisations. Applications should be made in accordance with the General Notes. However, if there is not a suitable job posted here then complete the FTRS Registration Form available at www.royalnavy.mod.uk/ftrs and email it to navypcap-cmwfftrsmailbox@mod.gov.uk stating your particular area of interest.

RATINGS

go to ENGINEERING ANY ; MARINE ENGINEERS ; WEAPONS ENGINEER ; COMMON ASSIGNMENTS ; PHYSICAL TRAINING ; LOGISTICS ; WARFARE ; ROYAL MARINES ; FLEET AIR ARM ; NAVAL CAREERS SERVICE ; MEDICAL ; SUBMARINERS

go to OFFICERS

ENGINEERING ANY

VACANCIES FOR ENGINEERS SERVING ON FULL TIME RESERVES SERVICE

Vacancies have arisen for ex-serving Marine and Weapons Engineers of all ranks and rates serving **at sea** and in RN geographic areas including Base Port Areas, Abbeywood, Corsham and the **rest of the engineering footprint ashore** on all levels of FTRS Terms and Conditions of Service (TCOS).

The appointments will range from a minimum of 3 months to a maximum of 4 years. Confirmation of appointment will depend on successful completion of a RN Medical. Personnel, who do not meet the eligibility criteria (age/Joint Medical Employment Standard (JMES) may apply; this includes ex-regular Marine and Weapons Engineers up to and including the age of 60.

Interested personnel who cannot find a suitable job in these advertisements should complete the online preference form available at www.royalnavy.mod.uk/ftrs and email it to navypcap-cmwfftrsmailbox@mod.gov.uk advising that they could not see a suitable position. They should ensure they carefully read the FTRS Terms and Conditions of Service before applying. Personnel who qualify for a service pension should also take financial advice from DBS Pensions Department on the effect that undertaking reserve service has on their pension.

[See General Notes](#)

MARINE ENGINEERS

Post Title HRTSG EV ENG	PID Number 1992122
Rank / Rate OR9	Specialisation ET ME
Location PORTSMOUTH	Commitment Level FTRS LC
Preferred Start Date ASAP	End Date / Length of Commitment 3 YEARS

Brief Introduction / Unit Role:

Commodore Personnel Capability (ACOS PCAP) directs and develops the organisation for Branch Sustainability for the RN, RM, RFA and Maritime Reserves to meet the manning requirements of the Service in peace, crisis or war in accordance with authorised priorities. Human Resources Training Services Group (HRTSG) contributes by articulating the Service requirement for individual training of manpower and ensuring that such training is delivered efficiently and effectively.

The Post holder will be accountable to HRTSG EV SO3 for their Primary Purpose; To be the lead analyst for the External Validation (ExVal) of Individual Training within the Surface and Sub-Surface Engineering Branch and be the primary point of contact within the HRTSG ExVal cell for the Engineering Branch Managers.

Secondary Purposes:

1. Representing the ExVal Cell at customer/supplier meetings within their own specialist areas.
2. Supporting other areas within the Individual Training ExVal team as directed by HRTSG EV SO3.
3. Supporting the ExVal team as directed by EV SO2.
4. Fostering links with NCHQ personnel, Training Streams and other Defence organisations in order to maintain an accurate appreciation of any training issues within their specialist areas.

Tasks:

1. Execute and report on specific ExVal projects as directed by HRTSG EV SO3.
2. Act as the lead analyst for the identification, investigation and reporting of Individual training related issues including, but not limited to, Training Feedback Reports and Questionnaires within their own area of responsibility.
3. Monitor appropriate data repositories and reports in order to maintain a current overview of the training issues within own areas of responsibility.
4. Report ExVal data and findings that enable the Engineering Branch Managers and Training Streams to make informed training related decisions.
5. Provide assistance to ExVal projects as directed by EV SO2.
6. Deliver ExVal presentations and briefs as required.
7. Undertake Naval Base duties as required.
8. Assume the role of HRTSG EV SO3 in his/her absence.

Essential Competencies:

Must either have been, or currently be, an OR9 of ET ME specialisation
Microsoft Office basic skills in Word, PowerPoint and Excel

Must be able to achieve the following competencies when in post if not already held:

NCHQ structures and responsibilities – Intermediate Level
CNPS Division structures and responsibilities – Intermediate Level
Training Needs Analysis -basic Level
Job Analysis – Intermediate Level
External Validation - DCTS 9007 – Ex Eval – Advanced Level
JPA User – Intermediate Level
Divisional Officer - Div Refresher – Advanced Level

[See General Notes](#)

A VACANCY FOR AN OR7/OR9 OF ENG ME SPECIALISATION SERVING AS MARINE ENGINEER SEA RIDING INSTRUCTOR (MESRI) TO FLAG OFFICER SEA TRAINING IN PLYMOUTH – REF No 1427379

A vacancy has arisen for an OR7/OR9 of Eng ME specialisation to serve as Marine Engineering Sea Riding Instructor (MESRI) in Plymouth on FTRS(LC) Terms and Conditions of Service (TCOS).

The Flag Officer Sea Training (FOST) is a Fleet Flag Officer subordinate to the Second Sea Lord. He is responsible for training all units of the Royal Navy (RN) and Royal Fleet Auxiliary (RFA) to meet the levels of readiness and the performance standards required by NCHQ. FOST also provides Operational Sea Training (OST) for both NATO and non-NATO nations as required.

The Marine Engineering Sea Riding Instructor (MESRI) is tasked with the training of allocated Force Elements to reach Fleet Readiness and Performance Standards. This embraces all training from Pre-OST (SARC), through Core OST and onto Continuation Training thereafter.

MESRIs will be employed as team members in one of the three-person teams, as a functional and deployable unit under the authority of DHOD.

PRIMARY PURPOSE:

To conduct Marine Engineering Operational Sea Training in HM Ships, RFA Vessels and Foreign Warships as directed by the ME Planner, in accordance with IBOS, FOST Staff Instructions & FOST ME Temporary Instructions.

SECONDARY PURPOSES:

1. carry out the additional individual staff responsibilities indicated in IBOS Chapter 5, Annex M.
2. To provide advice and specialist system knowledge on engineering matters within their experience to MESRO's.
3. To implement FOST ME Training philosophy and methods (i.a.w. IBOS, FOST ME Forms, Staff Acquaints and other relevant instructions) and propose updates where necessary.

PRINCIPAL TASKS:

Operational Sea Training. The MESRIs' principal tasks for SARC, Core OST and Continuation Training are as follows:

- a. Conduct Material Assessment and Safety Checks or Directed Continuation Material Checks and compile reports for approval by the Lead MESRO.
- b. Conduct Operational Sea Training of ships' ME Departments in accordance with the FOST Syllabus book and FOST Sea Training programme.
- c. Write up and assess serials utilising the appropriate FOST ME DART and electronic report form; provide three copies of those reports distributed as follows: SMEO, Ship's CO and MEO as soon as possible following completion of the serial or at least within 24 hours.
- d. When nominated as lead team for a given ride, assist with activities to ensure that all pre, during and post ride actions are completed at the appropriate time (FOST ME Form 4A/04 refers).
- e. Representing the nominated lead MESRO in their absence.

SECONDARY TASKS:

1. Carry out additional duties or responsibilities (in addition to those defined in IBOS Chapter 5, Annex M) as required by DHOD.
2. Comply with FOST's Health and Safety policy and maintain a statutory duty to take all reasonable care for their own Health and Safety and that of those persons who may be affected by their work. All incidents that result in injury must be recorded in the Ships Health and Safety Log and also reported to the FOST ME Health & Safety Rep; and any necessary subsequent actions (i.a.w. current legislation) taken.
3. Promote awareness and assess compliance of Health & Safety and Environmental policy on ships under training.
4. To assess Best Practice on ships under training, and where appropriate record that Best Practice in the "Best Practice Database" folder i.a.w. current instructions.
5. To ensure that CBRN script amendment or improvement proposals are communicated back to the relevant Ship Class/Vessel Sponsor; using the "Script Amendment Proposal Form".
6. To review and update FOST ME Forms for which they are the individual sponsor (as detailed in IBOS Chapter 5, Annex M), on an annual basis.
7. To carry out the duties of FOST Assistant Unit Liaison Officer (AULO) as directed by DHOD.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR7/OR9 of Eng ME specialisation

Mandatory Adquals (can be achieved when in post):

- a. Completed a full complement billet job at sea in the rate of CPO(ET)(ME) as a Head of Group.

- b. Recommended for ME Sea Riding duties.
- c. Completed NBCD 35 course (only valid for five years from qualification date).
- d. FOST Induction Course.
- e. High Voltage (HV) Competent trained.
- f. Helicopter Escape Trained (only valid for two years from qualification date).
- g. Must be in date for Dry Drills.
- h. Sea Riders Coaching Course.

Period of Service. The appointment is on FTRS(LC) TCoS for an initial period up to 2 Years, commencing 1 Jan 19.

[See General Notes](#)

A VACANCY FOR AN OR6 OF MARINE ENGINEERING SPECIALISATION SERVING AS STORES AND CBRNDC POET IN HMS BRISTOL (PORTSMOUTH) – REF No 1118790

A vacancy has arisen for an OR6 of Marine Engineering (ME) specialisation to serve as Stores and CBRNDC POET in HMS Bristol on FTRS(HC) Terms and Conditions of Service (TCOS).

Primary Roles

1. The post holder will be accountable to the TO and is responsible for those duties allocated to them by the TO including:
 - a) To act as Divisional Senior Rating for the Junior Ratings as directed.
 - b) The administration for all bulk liquids held onboard ensuring safety regulations are complied with at all times
 - c) The day to day running of the Shipwrights Section and the completion of all defects and maintenance on the sewage treatment and holding systems, ventilation systems, HFW/CFW systems, and hull and structure
 - d) The daily checking of the defect log and timely completion of defects
 - e) Responsible to the TO for matters concerning Naval Stores
 - f) The upkeep and maintenance, including planned maintenance of
 - 1) Firefighting Equipment including EDDB and EEED
 - 2) Pumping and Flooding Equipment
 - g) The compilation of all Section defect lists and production of WAFs/S340 for external contractor repair

Secondary Roles

1. Carry out the Duty of OOD including the requirement of CRB clearance for the supervision of under 18 trainees and cadets.
2. Carry out the Duties and responsibilities of the Section CPOET in their absence

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR6 of ME specialisation

Period of Service, The appointment is on FTRS(HC) TCoS for an initial period up to 2 years.

A VACANCY FOR AN OR4 OF THE MARINE ENGINEERING SPECIALISATION SERVING AS M1 DG LET 1 T23 REFIT SUPPORT GROUP IN DEVONPORT – REF No 1905496

A vacancy has arisen for an OR4 of the Marine Engineering specialisation to serve as M1 DG LET 1 T23 Refit Support Group in Devonport on FTRS(HC) Terms and Conditions of Service (TCOS).

The M1 DG LET Type 23 Refit Support Group is accountable to M1 DG Type 23 Refit Support. His/her primary purpose is to be the Propulsion Maintainer for Devonport based Type 23 Refit Support Group which forms part of the Defiance Engineering Support Group which itself is led by Captain E Devonport.

The M1 DG LET Type 23 Refit Support Group is to deliver military leadership appropriate to the rank of the post holder.

The following tasks ensure the delivery of the primary role:

- a. To deliver support to T23 Upkeep Project key milestones including UPSD, SSMOB, RFSD, CAD and FD.
- b. To lead on the delivery of Set to Work, preparation and presentation of equipment and supporting documentation at Installation Inspections and Harbour Acceptance Trials (or equivalent) for all equipment in the M1GT Section in all T23 in Upkeep in Devonport unless this is expressly covered and delivered by other organisations or contractual arrangements.
- c. To coordinate and deliver keep alive, Cat A maintenance, contractual Vol 0 commitments and the ship's staff work plan affecting equipment and compartments within the M1GT Sections in all Type 23 in Upkeep from UPSD to successful completion of HAT (or equivalent) or equipment/ compartment handover to the B-Role ship's staff.
- d. To operate equipment in support of keep alive, maintenance and regeneration activity in each of the Type 23 ships in Upkeep. Specifically, to monitor the condition and determine UXE requirements for batteries and associated power back up systems.
- e. To diagnose and lead on repair activity including support to OPDEF or DEFREP and material demand action in all Type 23 in Upkeep in the event of defects or material shortcomings in the M1GT Section area which are not expressly covered by other organisations or contractual arrangements. To render assistance for defects in other equipment areas or platforms as directed by SO1 Type 23 Refit Support Group.
- f. To assume responsibility for equipment logs and other key documentation in the M1GT Section in each Type 23 in Upkeep unless express provision is made by other organisations or contracting arrangements. Specifically, documentation and logs are to be "kept alive", audited and updated/ replaced/ disposed as necessary.
- g. To ensure UMMS records for equipment, compartments and material in the M1GT Section in each T23 in Upkeep are maintained and accurately reflect the true picture of equipment maintenance and condition.
- h. To coordinate and submit S2022, S1182, S2012 and other maintenance/ equipment definition/ feedback documentation affecting M1GT Section equipment or compartments in each of the T23 in Upkeep until responsibility for these actions is handed to the B-Role ship's staff.
- i. To mentor Type 23 B-Role ship's staff in the operation, diagnosis, maintenance and repair of their equipment in each Type 23 from the period SSMOB – 4 weeks to RFSD + 2 weeks. Assistance may be rendered outside this period as required in the priorities outlined in the T23 RSG CONOPS.
- j. To assist with the execution of Storob activity and maintenance of Storob records as directed by SO1 Type 23 Refit Support Group in support of the T23 COM or DE&S.

- k. Liaise directly with external authorities to meet the tasks allocated to the M1 DG Type 23 Refit Support Group role. Specifically, liaise with the T23 RSG ME Low Level Maintenance team and SEST to plan their activity and quality assure their work.
- l. To undertake additional tasking as required by the M1 Type 23 Refit Support Group in accordance with the priorities outlined in the T23 RSG CONOPS.
- m. To attend and support T23 RSG weekly planning meetings.
- n. To raise issues affecting the T23 RSG principle outputs with M1 Type 23 Refit Support Group.
- o. Ensure all personnel working within the M1 GT Section are aware of and adhere to current Health and Safety regulations and how they apply to each T23 Upkeep project.
- p. Ensure all subordinates maintain the highest standards of discipline, dress and time keeping.

The following tasks ensure the delivery of the secondary role:

- a. Attend Divisional briefings to remain up to date with current Divisional policy.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR4 of the Marine Engineering specialisation

Period of Service. The appointment is on FTRS(HC) TCoS for an initial period up to 2 years.

[See General Notes](#)

WEAPONS ENGINEER

A VACANCY FOR AN OR7/OR9 OF ENG WE SPECIALISATION SERVING AS WEAPON ENGINEERING SEARIDING INSTRUCTOR IN FOST DPORT, PLYMOUTH – REF No 1085334

A vacancy has arisen for an OR7/OR9 of ENG WE specialisation to serve as Weapon Engineering Seariding Instructor in FOST DPORT, Plymouth on FTRS(LC) Terms and Conditions of Service (TCOS).

The Flag Officer Sea Training (FOST) is a Fleet Flag Officer responsible for training all units of the Royal Navy (RN) and Royal Fleet Auxiliary (RFA) to meet the levels of readiness and the performance standards required by the Fleet Commander. FOST also provides Operational Sea Training (OST) for both NATO and non-NATO nations as required.

The Weapon Engineering Seariding Instructor (WESRI) is tasked with the training of allocated Force Elements to reach Fleet Readiness and Performance Standards. This embraces all training from Pre-OST (SARC), through Core OST and onto Continuation Training (CT) thereafter.

Accountable to SWEO, the Post Holder's Primary Purposes:

1. Conduct Weapon Engineering SARC, core OST and CT in warships and auxiliaries, as required by SWEO to FOST.
2. Staff and assist in the production of reports, ship briefing packs and pre-OST documentation as required by the lead WESRO iaw WE Conduct Sheets.
3. Act as the WE Lead sea-rider for serials as directed by the lead WESRO.

Secondary Purposes:

1. Liaise with other FOST departments to ensure that WE aspects of 'triples' are updated regularly and meet the training requirements.
2. Provide advice within FOST on matters within their specialisation, maintain system limitation dossiers and system knowledge Aides Memoire.

3. Keep up to date with the latest changes in admin and engineering routines by regular reading of S2022, DINs, RNTMs and equipment documentation.
4. Ensure that best practice developed during OST is promulgated as appropriate for use in the Fleet.
5. To carry out the duties of FOST Duty Instructor and Assistant Liaison Officer as directed.
6. To act as Deputy Planner when covering periods of absence of the FOST Planner 3.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR7/OR9 of ENG WE specialisation
 Seagoing experience as an OR7
 Helicopter Underwater Escape Training Course (AIR 319) (or must be able to achieve)
 ISSC (or must be able to achieve)

Desirable

Seagoing experience as a Head of Group.

Period of Service: The appointment is on FTRS(LC) TCoS for an initial period up to 2 May 20.

[See General Notes](#)

COMMON ASSIGNMENTS

Post Title: LTO	PID Number: 2046282
Rank / Rate: OR9	Specialisation: ANY
Location: RNLA WEST, DARTMOUTH BRNC	Commitment Level: FTRS FC
Preferred Start Date: JUL 2019	End Date / Length of Commitment: 2 YEARS

The Post holder will be accountable to OiC ROS and OC RNLA for their Primary Purpose;

To assume the duties and assist in the co-ordination and the delivery of eighteen JOLC2 courses each year.

Secondary Purposes:

As directed by OiC ROS to assist in the co-ordination and delivery of:

- a. Six Warrant Officers Staff Course each year.
- b. Six HODLC each year
- c. Coaching and Mentoring of Officer Cadets and students.
- d. Support the delivery of CLM training as directed by OiC ROS and OC RNLA.

Tasks:

- a. Work in conjunction with LTOs to provide Command, Lead and Manage aspects on JOLC2; ensuring the highest standards of CLM training is delivered to course students.
- b. Manage resources within JOLC2 to maximise efficiency, time management and quality of training output.
- c. Assist College staff in elements of coaching and feedback to maximise their objective assessment of OCs and CPD.
- d. Undertake course development, and provide clear direction and guidance to the training staff and their adherence to LSPECs.
- e. Deliver training to other courses as directed by RNLA OPS and OiC ROS.
- f. Ensure that the principles, processes and practices of Inclusion and Equality and Diversity are embedded within all aspects of unit/organisational business, with particular emphasis on ensuring a proactive and positive contribution to the Leadership Challenge of eradicating all forms of bullying and harassment.

- g. Understudy INT(O) leadership training exercises provided by Royal Sovereign Squadron and be able to assist wherever directed by OiC ROS.
- h. Carry out the administration duties and support of courses delivered by ROS.
- i. Carry out the administration of BRNC HRC including the maintenance of PPE and oversight of associated logs advising BRNC HRO where necessary.
- j. Divisional Senior Rate and Leadership for CLM exercises as directed.
- k. Co-ordinate the delivery of unit CLM training as directed by BRNC DHODs.

Additional tasks in addition to the above:

- a. Promote an environment which encourages staff within ROS to support College-wide activities and so enhance the OCs' learning experience at BRNC.
- b. Inculcate within ROS a broad awareness of pan-College activities, and identify opportunities to reduce duplication of effort and so maximise common processes to support whole College administration activities.
- c. Act as Officer of the Day (OOD) in accordance with the OOD roster.
- d. Act a visit liaison officer as requested by 1st Lt and Divisional Affiliate.

Essential Competencies:

- a. Defence Train The Trainer course
- b. High and Low Ropes Instructor course
- c. Mountain Bike Leader (MIAS 2 minimum)
- d. Mountain Leader Trainer
- e. Coaching Practioner (CW Level 3 minimum)
- f. MBTI and 16PF Practioner
- g. RN Level 2 First Aid
- h. Lyons PPE Inspector
- i. Mini bus driver (D1)
- j. Completed Warrant Officer Staff Course

Desirable Competencies:

- a. Some form of higher educational qualification in the sphere of leadership, teaching or coaching
- b. NLP Practitioner
- c. Divisional Officers Course (Divisional Refresher course as required)
- d. Workplace Risk Assessor

[See General Notes](#)

Post Title: EWO	PID Number: 2011340
Rank / Rate: OR9	Specialisation: ANY
Location: 1710 NAS, PORTSMOUTH	Commitment Level: FTRS HC
Preferred Start Date: 31 AUG 19	End Date / Length of Commitment: 3 YEARS

The Post holder will be accountable to The Executive Officer for their Primary Purpose;

- a. To coordinate all aspects of whole Squadron discipline and morale, routines and duties, safety and facilities on behalf of the Executive Officer.
- b. To advise the CO on discipline, morale and military personnel issues as necessary.

Secondary Purposes:

- a. To be the Squadron Manpower Controller.
- b. To be Squadron Lead Equality and Diversity Advisor.
- c. To be the Squadron Training Co-ordinator.
- d. To be the Squadron Assistant Public Relations Officer.
- e. To be the Executive Department Divisional Officer.
- f. To be the Defence Transport Manager.

The Executive Warrant Officer's responsibilities are:

a. Discipline and Morale Tasks.

- (1) To ensure Service personnel across the standard maintain the highest standards of dress, bearing, courage and values.
- (2) To coordinate the Squadron's Personnel Functional Standards, return three times a year with the Commanding Officer.
- (3) To coordinate the Equality and Diversity log and any Squadron training required.
- (4) To be the Armed Forces Covenant Champion.

b. Routines and Duties Tasks.

- (1) To engage routinely with tri-service Branch and Career Managers in the coordination of Service personnel joining and departing the Squadron.
- (2) Act as coordinator of the Divisional System assigning staff to Divisions and supporting the XO in discharging Senior DO responsibilities.
- (3) Coordinate Continuation Training events including preparation of the schedule and orders.
- (4) Supervise the accuracy and completeness of the Squadron Training Database as managed by REGISTRY1; to be reported at Personnel Working Group.
- (5) To be the Charitable Payroll Giving Champion.
- (6) Aid the Public Relations Officer (XO) with producing content for Internet, Defence Intranet, MOSS and media.
- (7) Be involved in, attend and co-host Squadron visits and receptions.
- (8) Employ delegated authority from VL ETO to sign the completion certificate of the Phase 2B and Pre and Post LRQC task books and the assessment certificate of the Post LRQC task book NVQ Appendix.
- (9) Apply the appropriate JPA competence to an individual's record when task book completion has been given:
 - Professional Task Book Completed (M) – AEM(TE83)|Navy|
 - Professional Task Book Completed (AV) – AEM/AET(SJ50)|Navy|

c. Safety and Facilities Tasks.

- (1) To plan and oversee the Squadron joining/leaving process, including the management and execution of Induction Briefs.
- (2) Be the Junior Rates Accommodation Supervising Officer.

Essential Competencies:

Must either have been, or currently be, an OR9 of any specialisation

[See General Notes](#)

A VACANCY FOR AN OR7 OF ANY SPECIALISATION SERVING AS HRTSG EV GEN 2 IN PORTSMOUTH – REF No 2047043

A vacancy has arisen for an OR7 of any specialisation to serve as HRTSG EV GEN 2 in Portsmouth on FTRS(LC) Terms and Conditions of Service (TCOS).

Commodore People Capability (ACOS PCAP) directs and develops the organisation for Branch Sustainability for the RN, RM, RFA and Maritime Reserves to meet the manning requirements of the Service in peace, crisis or war in accordance with authorised priorities. Human Resources Training Services Group (HRTSG) contributes by articulating the Service requirement for individual training of manpower and ensuring that such training is delivered efficiently and effectively.

Objectives

Accountable to HRTSG EV SO3 for their Primary Objective: To be an External Validation (ExVal) analyst of Individual Training for the Generic area of responsibility (those courses owned by BM Coherence), as well as for other Branches as required by HRTSG.

Secondary Objective: EV GEN 2 is responsible for:

- a. Acting as a point of contact within the HRTSG ExVal cell for the Coherence Branch Manager.
- b. Supporting other areas within the Individual Training ExVal team as directed by HRTSG EV SO3.

- c. Supporting the ExVal team as directed by EV SO2.
- d. Fostering links with NCHQ personnel, Training Streams and other Defence organisations in order to maintain an accurate appreciation of any training issues within their specialist areas.
- e. Representing the ExVal Cell at customer/supplier meetings within their own specialist areas.

Tasks

The principal tasks undertaken by HRTSG EV GEN 2 are to:

- a. Execute and report on specific ExVal projects as directed by HRTSG EV SO3.
- b. Act as an analyst for the identification, investigation and reporting of Individual training related issues including, but not limited to, Training Feedback Reports and Questionnaires within their own area of responsibility.
- c. Monitor appropriate data repositories and reports in order to maintain a current overview of the training issues within own areas of responsibility.
- d. Report ExVal data and findings that enable relevant Branch Managers and Training Streams to make informed training related decisions.
- e. Provide assistance to ExVal projects as directed by EV SO2.
- f. Deliver ExVal presentations and briefs as required.
- g. Undertake Naval Base duties as required.
- h. Assume the role of HRTSG EV SO3 in his/her absence, where appropriate.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR7 of any specialisation

Period of Service. The appointment is on FTRS(LC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OR6 OR OR7 OF ANY SPECIALISATION SERVING AS MARITIME RESERVE APPRAISAL CO ORDINATOR IN EITHER HELENSBURGH OR PORTSMOUTH – REF No 1910458

A vacancy has arisen for an OR6 or OR7 of any specialisation to serve as Maritime Reserve Appraisal Coordinator based in either Helensburgh or Portsmouth on FTRS(LC) Terms and Conditions of Service (TCOS).

An interesting and challenging role, the Maritime Reserves Appraisals Coordinator (MRAC) has the opportunity to support the promotion prospects and career development of Reservists (RNR and RMR), through the delivery of appraisals presentations, workshops and support to units and specialisations within the Maritime Reserves (MR). It is a mobile role with the requirement to visit MR and Regional Support Units (RSU) on a regular basis and spend time within both the HMNB Clyde Appraisals Office and CMR HQ. The role would suit an individual who has excellent interpersonal skills, is flexible and who has a good understanding of the MR cadre and the support they deliver as part of the Whole Force. A working knowledge of JPA Appraisals and previous experience as a Divisional Officer are both desirable.

The Maritime Reserves Appraisals Coord (MRAC) is a FTRS Senior Rate post within COMMARRES' HQ. The post is based within CMR HQ Leach Building, Portsmouth and/or HMNB Clyde Appraisals Office, Faslane. He/she is responsible to CMR via DACOS(Res) for monitoring the timely production and quality of: officers' appraisal reports required to support the commission transfer, promotion and formal command selection elements of the career management process for RN and RM officers and Maritime Reserve (MR) officers and; ratings appraisal reports required to support the change of engagement, promotion and career management of Naval Service Ratings, both regular and reserve.

Accountable to CMR SO3 Coord (CMR Coord) for their Primary Purpose:

To assist CMR HQ, Maritime Reserve Units, Maritime Reserve Specialisations and Regional Support Units (RSUs) responsible for monitoring the production, delivery and quality of all Appraisals for Maritime Reserve officers and ratings and any regular personnel serving within the organisation.

Secondary Purpose. MR Coord is responsible for:

- a. Maintaining an overall picture of reporting within the Maritime Reserves providing statistical data to the HQ to support monitoring of timeliness and quality of appraisals within the organisation.
- b. Providing expert advice to reporting officers and administrators on MOD and RN appraisal policy.
- c. Providing training courses and appraisal updates for CMR HQ, RSUs and all MR units and specialisations.

The Principal Tasks undertaken by MRAC are:

- a. To liaise with MR Units and Specialisations with regards to the timeliness of appraisals, providing support and guidance as required.
- b. To monitor the timeliness of MR Appraisals to support the submission of reports on or before the promotions submission date.
- c. To liaise with the MR Promotions Cell identifying any issues that may affect the timeliness of reports.
- d. To visit each of the MR Units once every 18 months and to deliver training to Specialisations on demand.
- e. Maintaining under constant review appraisal policy and making recommendations for change to improve the quality and efficiency of the reporting process, and in light of emerging new joint Service initiatives.
- f. Monitoring the timeliness and quality of appraisal reports up to and including 1 Star rank and advising SO3 Coord of required improvements.
- g. Providing advice to Unit Administrators, Service Persons and Reporting Officers at all levels on appraisal reporting matters and interpreting appraisal policy as necessary.
- h. Assisting with the provision of training in appraisal policy and procedures through lectures, presentations and briefings, and running training courses for the benefit of MR units and Specialisations on demand.
- i. Contributing to the upkeep and update of JPA, BR3, JSP 757 and the annual transfer, promotion and command DIN.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR6 or OR7 of any specialisation

In addition, the post holder must be able to achieve the following specific competencies when in post:

Competence	Skill Level
Military Knowledge and Experience	Advanced
Diversity and Inclusion	Intermediate
FOI and DPA Legislation	Intermediate
Performance Appraisal Review	Intermediate
MODNet	Intermediate
MS Outlook, Word and Excel	Intermediate
JPA	Intermediate

Period of Service. The appointment is on FTRS(LC) TCoS for an initial period up to 3 years.

[See General Notes](#)

Post Title: VISITS COORD	PID Number: 1779397
Rank / Rate: OR7	Specialisation: ANY
Location: PORTSMOUTH	Commitment Level: FTRS HC

Preferred Start Date: ASAP	End Date / Length of Commitment: 3 YEARS
CLOSING DATE FOR APPLICATIONS 31 JAN 19	

The Post holder will be accountable to Ships Facility Coord (SFC) for their Primary Purpose; Act as the Ships Visits Coordinator and the main point of contact (POC) for visiting Foreign and National warships to Portsmouth Naval Base and to act as the conduit for the provision of the safe delivery of Services through the partnering arrangements with BAE, SERCO and NBC (P).

Secondary Purposes:

This military role involves the planning management, authorisation and smooth running of the numerous visits of Foreign and National warships to Portsmouth Naval Base. In addition, to co-ordinate the conduct of major ship events such as Commissioning, Homecoming and Families Days, whilst ensuring the smooth and safe conduct of hazardous operations within HMNB Portsmouth, such as diving, machinery trials, ammunition transfers, as well as high powered radar and sonar.

Tasks:

In conjunction with other Ship Facilities Staff; receive, assimilate and take administrative action to respond to all signal/email requests for provision of facilities and/or requests to carry out waterfront operations.

Assist RN Warships with the planning of all associated tasks relating to major events of : Commissioning, Homecoming, Families and Affiliates Days providing timely advice and acting as the interface between the ship and HMNB Portsmouth.

Co-ordinate/oversee foreign visits budgetary form and ensure the correct waterfront services are provided by Serco and BAE are accurately accounted for, before forwarding to MOD finance.

Act as Ship Facilities Office Manager and in consultation with SFC agree Ops Cell manning levels and absence requests.

To have oversight of the compilation of the programming of all Foreign and National warships to HMNB Portsmouth, including the provision of services and Official Calls on local dignitaries.

In the absence of the SFC, to deliver a brief to newly appointed 'Duty Naval Base Officer', outlining their obligations prior to undertaking their first duty; with regards to procedures for responding to out of hours requests from warships.

Assist SFC in the administration and organisation of large scale one off events as directed.

Annually, oversee and ensure the Visits Co-ordinator Departmental Business Processes documentation is current.

Deputise for SFC Manager during periods of absence, ensuring continuity of service to the Fleet customers on the waterfront.

Act as a member of the Duty NBLO roster; for ensuring, ships arriving outside of working hours are met and briefed upon arrival.

For ensuring quality assurance of office documentation is up to date and relevant.

Administrate the Facilities Department Permanent Loan Record.

When called for the Visits Co-Ordinator will be required to work outside of normal working hours to provide a uniformed presence on the Waterfront.

Additionally the post holder is to make the best of all resources at his / her disposal, looking for opportunities to reduce costs and making improvements to working processes.

Maintain a close relationship with Portsmouth Waterfront Manning Officer (WMO) for additional manpower requests.

Maintain a close relationship with Transport Section for vehicle requests.

Be fully acquainted and comply as necessary with:

- Security Instruction/Procedures
- Health and Safety Regulations
- Bomb and Fire Evacuation Procedures
- All local Instructions/Notices, Din's which are pertinent to the task.

Essential Competencies:

Must either have been, or currently be, an OR7 of any specialisation

- Full Driving licence
- FMT 600
- Workplace Risk Assessors
- A working knowledge of current warship operations alongside to include a full understanding of requirements of military units and the operation of their hazardous operations that are conducted whilst in port.

Desirable Competencies:

- ECDL
- First Aid
- Human Resource/Management Qualification

[See General Notes](#)

Post Title: NRCNE SO3 OUTREACH	PID Number: 2034014
Rank / Rate: OR7	Specialisation: ANY
Location: LIVERPOOL	Commitment Level: FTRS FC
Preferred Start Date: ASAP	End Date / Length of Commitment: 2 YEARS

Brief Introduction / Unit Role:

1. The Naval Service (NS) recruiting organisation, under Captain Naval Recruiting (CNR), is responsible, through COMCORE, to Flag Officer Sea Training for the delivery of the NS recruitment and assessment pipeline.
2. The Government has directed that the Armed Forces increase the proportion of Black and Minority Ethnic (BAME) recruits to 10%, and a female target of 15%, both by 2020. To meet these targets, the NS established Project Libra. Project Libra personnel are responsible for delivering the effort to achieve these targets and liaise with NS and other single-service stakeholders to ensure a coherent and comprehensive approach to the planning and delivery of BAME and gender effects at local and national level.
3. The SETs are part of DACOS Recruiting Coherence's area within CNR. The SETs are CNR's primary asset within the organisation to deliver nationally based, but locally delivered, specialist engagement for the NS, within an assigned geographical area of the UK. In the field, Specialist Engagement Team (SET) personnel act as each Regional area's focus for the planning and delivery of BAME and gender engagement activity.
4. The Specialist Engagement Team OR7's primary role is co-ordinating the SET input to delivering CNR directed delivery of direct engagement with target communities. This engagement is delivered through Leadership and Development packages, experiential engagement and faith engagement. The SET are a key element in supporting the Ministry of Defence's commitment to increasing the diversity of its personnel and increasing awareness of the NS in under-represented groups such as BAME and females. Each of the SET's are co-located within the four Naval Regional Command HQs under the command of the Regional SO2 Specialist Engagement.

The Post holder will be accountable to Regional SO2 Specialist Engagement for their Primary Purpose:

To co-ordinate the SET engagement with young people focussing on predominately BAME and Female personnel in target communities in a broad age group of 10-25 raising their awareness of the Royal Navy across their Regional Command.

Secondary Purposes:

To support the other 3 Regions in the execution of their Specialist Engagement activity when additional resource is required. Other tasking as directed by SO1 Specialist Engagement.

Tasks:

- a. Key:
 - (1) To engage with young people through delivery of approved presentations and activities.
 - (2) To engage with the wider communities of target groups public through delivery of approved activities and presentations at outreach events.
 - (3) To provide LM to the SET co-ordinating their activity across their region as directed by SO2 Specialist Engagement.
- b. To improve effectiveness of RN strategic messaging through development of the existing methods of engagement, presentations and activities.
- c. Contribute to recruiting by raising an awareness of the Royal Navy.
- d. To maintain full records of activities and engagement
- e. To operate within the assigned budget, maintaining full financial records.

Essential Competencies:

Must either have been, or currently be, an OR7 of any specialisation
CRB Enhanced
Disclosure Scotland Enhanced
Class B driving licence
Proficient in Word, Power Point and Excel

Desirable Competencies:

Media Training

[See General Notes](#)

A VACANCY FOR AN OR4 OR OR6 OF ANY SPECIALISATION SERVING AS LLM ADC DOC LIBRARIAN AND TSA IN PORTSMOUTH – REF No 2053605

A vacancy has arisen for an OR4 or OR6 of any specialisation to serve as LLM ADC DOC Librarian and TSA in Portsmouth on Additional Duties Commitment (ADC) (no more than 180 days in every 12 months) Terms and Conditions of Service (TCOS).

Purpose; To perform the duties of a Team Site Administrator (TSA) within the Land and Littoral Manoeuvre (LLM) Division, and to provide Information Management (IM) support to the capability delivery team.

Accountable to ACOS LLM as the SIO for their Primary Tasks:

1. To perform the duties of a Team Site Administrator (TSA) within the LLM Division, supporting ACOS LLM and CO-ORD(LLM) in their roles as Senior Information Officer (SIO) and Information Manager (IMgr) respectively. The TSA will:

Catalogue, record, file and administrate team site information in line with IM guidance and policy improving the way the Division works with information (e.g. converting files to Meridio status, ensuring the most up to date versions are stored appropriately, deleting replica/unnecessary material and ensuring records are catalogued correctly).

Support the Information Manager's (IMgr) guidance and direction on IM policy (e.g. protocols on version control, local filing, security and permissions assurance, appropriate use of metadata).

Support the Divisions success against IM action plans (e.g. improving divisional performance against IM Maturity Model).

Provide guidance to staff members so that they have the relevant skills and training to successfully manage information in their day to day work (e.g. preparation of information and records for new-joiners and AD/LSOs, logging training currency within the staff).

Advise staff in effective use of personal and group shared data and efficient use of role and multiuser email accounts (e.g. guidance on effective inbox management, weeding mechanisms, documentation of information retention priorities).

Liaise with the IMgr weekly regarding IM issues (e.g. sharing of good practice, feed-back on directives, attendance at weekly Orders Group).

Support the implementation of SHAREPOINT (formally known as MOSS) into the LLM section.

2. Proactively support the coherent effort of all LLM MODNET users. Execute IM plans in line with guidance from the IMgr on appropriate dissemination of information. (e.g. coordinating change programmes e.g. transition to SECRET MODNET)

Additional Tasks:

1. To provide administrative IM assistance to DACOS LLM, and his Chief of Staff as required.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR4 or OR6 of any specialisation

Office automation skills, the use of applications such as MS Office.

Experience working with IT desktop systems and familiarity working with local and wide area networks.

Familiar with MOD filing structure and procedures.

Desirable

Information Manager's Course or at least awareness of IMgr Practices (Defence Academy)

ECDL

Coaching experience.

Working in a project management environment.

Familiar with records management principles and experience of Electronic Records Management System (EDRMS).

Period of Service. The appointment is on Additional Duties Commitment (ADC) (no more than 180 days in every 12 months) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OR9 OF ANY SPECIALISATION SERVING AS HQ JFD WO COORD IN SWINDON – REF No 2040363

A vacancy has arisen for an OR9 of any specialisation to serve as HQ JFD WO Coord in Swindon on FTRS(HC) Terms and Conditions of Service (TCOS).

Unit Role: Joint Force Development (JFD) provides the research, analysis, force development, joint training, education, doctrine and deployable joint command and control that underpin Defence.

Position Role: To provide support and effective business co-ordination to HQ JFD management and staff.

Responsibilities:

1. Support HQ JFD SO1 XO.

2. Provide support to D Hd Res and D Hd DE & Sec as required.

3. Co-ordinate HQ JFD SOIs and SOPs.

4. Co-ordinate HQ JFD inductions/staff trg/Infra/IM support to SIO/Comd Gp IAFP/H&S/D&I EDA/duties.
5. Act as the JFD focal point for the submission and management of the SSET process.
6. Act as the JFD focal point for all op and non-op trawls, individual augmentation and Court Martials.
7. Support the XO in the delivery of HQ JFD Business Continuity plan and BM support to HQ JFD initiatives.
8. Contribute to wider HQ JFD work strands as required.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR9 of any specialisation
Military Qualification; WO CLM
Performance Attributes;

- a. Professional effectiveness; J1-J9 background with the ability to deal with multiple and complex issues. Proven staff skills. High integrity/initiative, with the strength of character to deal efficiently with high volumes of work to tight timeframes.
- b. Management; Plan, organise and designate priorities effectively; sets sensible and realistic targets through to successful completion. Builds and supports successful teams.
- c. Courage and Values; Shows commitment to upholding core values and service ethos. Demonstrates a sense of duty and commitment displaying loyalty, trustworthiness, conscientiousness, professional courtesy whilst displaying tact and diplomacy.
- d. Powers of Communication; Confident and competent oral and written communicator at all levels. The incumbent must have the experience and gravitas to be credible in a role working with 3* HQs, senior officers and stakeholders.

Desirable

Operational Experience
Staff Experience; any formation HQ

Period of Service. The appointment is on FTRS(HC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OR9/OF2 OF ANY SPECIALISATION SERVING AS INFORMATION TECHNOLOGY SECURITY OFFICER (ITSO) AND DATA PROTECTION OFFICER (DPO) IN HMS COLLINGWOOD – REF No 1115254

A vacancy has arisen for an OR9/OF2 of any specialisation to serve as ITSO AND DPO in HMS Collingwood on FTRS(HC) Terms and Conditions of Service (TCOS).

PRIMARY PURPOSE

1. To ensure all aspects of IT Security and Information Assurance within HMS Collingwood and the Maritime Warfare School meet the requirements laid down within JSP 440 and other supporting regulatory documentation. The post holder will be required to attend the Defence IT Security Officer Course.
2. To act as the Establishment Data Protection Officer (DPO) for HMS Collingwood and the Maritime Warfare School. The DPO is required to ensure that the organisation meets all legislation as detailed in the Data Protection Act 1998 and subsequent legislation (GDPR). The post holder will be required to attend the Data Protection Officer Course as arranged by the Navy Command Data Protection Officer (CDPO).

SECONDARY PURPOSE

3. To provide sound and informative advice to the Command and system users.
4. To monitor the implementation of hardware and software modifications and enhancements to ensure security is not breached.
5. To liaise with contractors to ensure that maintenance is carried out without endangering security or disrupting training were practicable.

6. To report to the Unit Security Officer (USO) and/or SO2 Cyber and Security any potential infringements, vulnerabilities or security risks.
7. To maintain the Navy Command Asset Register (NCAR), which contains all IT equipment not included under ATLAS DII or the ATLAS legacy contracts.
8. To maintain the Establishment IT Asset Register which lists all items of IT and removable media held by custodians within the organisation.
9. To be the central point of contact for the reception into and the despatch out of the organisation of all IT hardware, software and removable media.
10. To oversee, lead and manage the Department ITSOs (DITSOs) across the Establishment to enable them to effectively represent the ITSO in their role.
11. Review of all Personal Information Assets (PIAs) as required by legislation. PIAs are to be recorded and maintained on the Naval Command Information Asset Register (NCIAR).
12. Maintain a Removable Media Custodian List to ensure individuals can obtain only the appropriate classification of security media required for their roles.
13. To act as the Local Security Officer for both Dii(F) and Dii(S).
14. To qualify and carry out the duty of Officer of the Day (OOD), taking charge of the Establishment as directed by the Command and DCO.

PRINCIPLE TASKS - ITSO

15. Ensure all users understand and adhere to all relevant computer security orders.
16. Ensure all IT systems within the organisation have appropriate accreditation, are authorised for their intended use and are protected by appropriate security documentation. Equipment includes Laptop PCs, Standalone PCs, Bespoke LANs, Digital Cameras, Shredders, Photocopiers and Fax Machines.
17. Manage the Establishment IT Asset Register and associated documentation such as Media Forms R. Ensure that all assets are then recorded on the Navy Command Asset Register (NCAR)
18. Respond to reported IT Security related incidents whether internal or externally reported via MODCERT. Internal IT Security Incidents are to be recorded, managed and reported to Navy WARP or JSyCC via the MOD Incident Reporting Scheme (MSIRS).
19. Ensure the accurate and complete accounting and management of all removable media, in accordance with JSP 440 guidelines. This includes the receipt, despatch and internal distribution of all removable media (not the responsibility of the CB Office).
20. Disseminate computer security information to the DITSOs.
21. Conduct periodic spot checks on individual accounts to encompass 110% throughout the year and to providing information for the monthly spot check teams to fulfil their duties.
22. Ensuring that on behalf of the CO and in liaison with the Security WO, the Establishment has an IT security Education Programme for all who work and train within the Establishment.
23. Produce and maintain the security section of CSOs (Chapter 11) to incorporate IT security Standing Orders.

PRINCIPLE TASKS - DPO

24. Provide assurance to the Commanding Officer (the Information Asset Owner for MWS and HMS COLLINGWOOD) that Data Protection is being managed correctly, highlighting any identified risks without delay.
25. Ensure the establishment is aware of, understands and complies with the responsibilities of Personal Data Protection legislated under the Data Protection Act 1998 (to be superseded by the GDPR in May 2018).
26. Identify and manage Personal Information Assets (PIA) held both in electronic and hard copy form within the organisation.
27. Conduct annual (or 6 monthly where required) reviews of PIAs in order to maintain their accuracy and currency.
28. Maintain the NCIAR in liaison with the CDPO.
29. Respond to and report potential or actual Data Protection breach incidents within the organisation.

Data Protection incidents are to be recorded, managed and reported to Navy WARP via the MOD Incident Reporting Scheme (MSIRS).

30. Manage responses to Freedom of Information requests and Subject Access Requests (SAR) within the legislated timeframes.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR9/OF2 of any specialisation

Period of Service: The appointment is on FTRS(HC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OR9 TO OF3 OF ANY SPECIALISATION SERVING AS SO3 DES PLANS IN ABBEYWOOD, BRISTOL – REF No 2035055

A vacancy has arisen for an OR9 to OF3 of any specialisation to serve as SO3 DES Plans in Abbeywood, Bristol on FTRS(FC) Terms and Conditions of Service (TCOS).

TLB MISSION:

Projecting maritime power to protect and promote our nation’s interests.

DIRECTORATE MISSION:

Deliver high quality and cohesive, resource and financial management and corporate services to enable Navy Command's outputs and uphold accountability to Ministers and Parliament.

BUSINESS AREA MISSION:

Navy Command Resources and Plans (NCRP) is responsible for managing the Navy Command Portfolio, which includes the generation of the Navy Command TLB spending plan, the management of In-Year (IY) resources, performance management, continuous improvement and the generation of the Royal Navy’s Command Plan. These functions are delivered through 4 sections, responsible for:

- RP Portfolio Support Team: Generation of the Navy’s Annual Budget Cycle (ABC) and implementation of the financial plan for the Navy Command Top Level Budget and delegated budget holders.
- Finance: Management of the Royal Navy’s In-Year financial expenditure and support to the ABC.
- Strategy: Generation of the Command Plan.
- Performance Management: To support and administer the input, correlation and dissemination of performance information including benefits and risks to meet the information and management needs of Senior Defence Boards and Directorates.

SECTION TASKS:

TASK
As a NCRP outpost within DE&S, provide NC perspective on management of the Annual Budgetary Cycle (ABC).
Ensure DE&S provide NC with comprehensive Initial Look / Formal Change Requests and Option returns, assured at the appropriate level.
Analyse In Year spend to support NC and DE&S IYM.

POST HOLDER’S TASKS/RESPONSIBILITIES:

You are responsible to DE&S CFO(S) RP SO1 for carrying out the following specific tasks drawn from the above table:

Ser No	Tasks and Responsibilities	Estimated % Time
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(a)	(b)	(c)
1.	To support DE&S in the coordination of the Maritime Domain In-Year Options and FCR/ILR Change Control Process for the EP.	40%
2.	Provide administrative support to CoM SHIPS, CFO(S) and CFO(S) RP SO1.	20%
3.	Administer and support the 3* Maritime Quarterly Review of Programme Costs (QRPC) and CASP Customer Review (CCR).	10%
4.	To administer and act as Sec to the Navy Command Finance and Performance Delivery Group.	10%
5.	Support CFO(S) in the management of the Annual Budgetary Cycle (ABC).	5%
6.	Analyse DES In-Year Spend against Control Totals to support CFO(S).	5%
7.	Analyse Navy Command and Strategic Programmes In-Year Spend against Control Totals to support Front Line Command financial planning.	5%
8.	To provide financial In-Year Spend data in an appropriate format to support NCRP planning.	5%

The opportunity to work an Alternative Working Patterns (AWP): homeworking, is available.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR9 to OF3 of any specialisation

Professional Competencies Required:

1. Logistics Charge Recommend
2. Intermediate Command and Staff Course
- c. Competent use of MS Word, Excel, PowerPoint and SharePoint

Desirable

Training/Qualifications. (If required, training will be provided on arrival in post.)

Managing Benefits (Practitioner)

Portfolio, Programme and Project Office (P3O) (Practitioner)

Managing Successful Programmes (MSP) (Practitioner)

Period of Service: The appointment is on FTRS(FC) TCoS for an initial period up to 2 years.

[See General Notes](#)

A VACANCY FOR AN OR7 OF ANY SPECIALISATION SERVING AS ARMY DIV OR7 EX SIM IN DEFENCE ACADEMY, SHRIVENHAM – REF No 2023652

A vacancy has arisen for an OR7 of any specialisation to serve as Army Div OR7 Ex Sim in Defence Academy, Shrivenham on Additional Duties Commitment (ADC) (no more than 180 days in every 12 months) Terms and Conditions of Service (TCOS).

Unit Role: To provide intermediate command and staff training to Army and RM majors to a world class standard

Position Role: To provide G4, 5, 6 and 7 support to routine and exercise activities in support of ICSC(L) and ICSC(LR)

Responsibilities:

1. To coordinate the exploitation of digital capabilities within routine and exercise environments.
2. To provide exercise enabling support to in barracks exercises and OTXs.
3. To provide assistance to SO2 SIM in coordinating technology enabled learning.
4. AD lead on simulation and the integration of software including coordination with contractors.

5. To act as the AD Information Manager and ensure compliance with the JSCSC Information Action Plan
6. To act as deputy to AD RSM.
7. To coordinate the Inval process under in coordination with the Course Developer.
8. Promote an inclusive culture within AD to increase understanding and engagement through education and initiative.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR7 of any specialisation

Performance Attributes	Priority Component Features
Professional Effectiveness	Carries out the full range of tasks effectively. Shows clear understanding of professional environment.
Management	Plans, organises and realistic targets, and supports through to successful completion. Sets sensible and realistic targets, and supports through to successful completion. Builds and supports successful.
Reliability	Demonstrates a sense of duty and commitment. Displays loyalty, trustworthiness, conscientiousness and consistency.
Courage and Values	Demonstrates physical and moral courage. Displays courage to make unpopular and difficult and admits mistakes. Displays courage to uphold core values and service ethos. Upholds diversity and Inclusivity values.

Period of Service: The appointment is on Additional Duties Commitment (ADC) (no more than 180 days in every 12 months) TCoS for an initial period up to 2 years.

[See General Notes](#)

A VACANCY FOR AN OR4 OF ANY SPECIALISATION SERVING AS A MILITARY ANALYST IN THE JOINT INTER-AGENCY TASK FORCE (JIATF) IN RAF WYTON HUNTINGDON – REF No 2000844

A vacancy has arisen for an OR4 of any specialisation to serve as a Military Analyst in JIATF in RAF Wyton Huntingdon on FTRS(HC) Terms and Conditions of Service (TCOS).

JIATF is a mixed military/civilian team, manned by SIA and MoD personnel, and it has been established to;

1. Provide intelligence assessment to inform cross-government full spectrum campaign planning in support of UK strategic and operational interests.
2. Develop into a fusion centre for SIA/MoD operations
3. Provide fast-turnaround assessments on global intelligence issues.
4. Advise on intelligence approaches to meeting longer-term questions.
5. Work internally and across the Defence Intelligence enterprise to develop in-depth intelligence support to a range of national decision making bodies.

The incumbent must have an understanding of JIATF's current focus and the ability to identify relevant reporting relevant to the work of JIATF. The post holder will assist in the production of all-source intelligence reporting on a wide range of topics. Independent production of all-source intelligence reports as directed by JIATF management is a requirement. The incumbent must have or develop a good understanding of all repositories and sources of intelligence, both classified and open source, in order to conduct daily trawls for relevant intelligence. An understanding of the strengths and limitations of all intelligence sources. The post holder must develop and monitor a wide variety of all source feeds to produce content for and produce the JIATF Daesh Propaganda Weekly on a required basis... This involves the viewing of potentially distressing material. Management of several databases of intelligence reports in support of on-going and historical JIATF tasks is required. The post holder is accountable to JIATF Senior Analyst for the production of

high quality All Source Intelligence Reporting. The post holder should maintain a good understanding of current UK political and operational activities. Liaison with OGD and agencies to collaborate and de-conflict current work streams is a necessary part of the role. As a reserve forces member, the incumbent is responsible for the maintenance of the required skills and trade development in line with military standards and values whilst giving support to RAF Wyton /JFIG.

Specific duties will include;

1. Responding to JIATF management requirements for advice on specific military related matters.
2. Outreach as directed by JIATF Hd & Dep Hd.
3. Leading and/or supporting as part of an analysis team engaged in the production of bespoke intelligence for key customers.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR4 of any specialisation

Intelligence Analysis 1 – Taking Direction
Intelligence Analysis 4 – Organising Information
CTSA trained/aware

Desirable

Intelligence Analysis 2 – Creative Thinking
Intelligence Analysis 5 – Critical Thinking
Completion of DIAM

Period of Service, The appointment is on FTRS(HC) TCoS for an initial period up to 2 years.

[See General Notes](#)

PHYSICAL TRAINING

VACANCY FOR AN OR4 OF PHYSICAL TRAINING (PT) SPECIALISATION SERVING AS A MEMBER OF THE PT STAFF IN HMS DRAKE (PLYMOUTH) – REF No 1781498

A vacancy has arisen for an OR4 of PT specialisation to serve as Leading Physical Trainer (LPT) in HMS Drake (Plymouth) on FTRS(HC) Terms and Conditions of Service (TCOS).

Primary Purpose:

The LPT is to deliver the PDev function within the Naval Base so that the outputs specified by the RPDevO (West) are delivered efficiently, effectively and economically, with due regard to safety, security and public relations.

Tasks:

- Arrange/assist in all major/minor sporting outdoor/indoor events within the Naval Base and associated areas including Inter establishment sport.
- Conduct Adventurous Training and CALA (as qualifications allow).
- Act as referee in sporting fixtures (as qualifications allow).
- Plans and conducts progressive general fitness training, coaching and circuit/fitness training sessions for the Naval Base.
- Conduct testing and fitness assessments/appraisals as required for the RNFT.
- Co-ordinating sporting teams and fixtures.
- As PT instructor take PT syllabus training as directed.
- Provide induction training for new users of the Wyvern Centre.
- Instruct establishment personnel on aspects of sporting and recreational activities, within personal qualification boundaries.
- Provide support to COMDEV units as directed by RPDevO West.

- Organise/Assist in the delivery of Regional Competitions.
- Draft departmental correspondence signals as required by the Chief of Staff.
- To organise and administer grass root coaching.
- Responsible for the maintenance and cleanliness of sports facilities, stores and outside areas as detailed by the Chief of Staff.
- Carry out routine user checks of their designated areas of responsibility, reporting any defects to the Building Controller.
- Collate sports results and promulgate on sports notice boards, website and in the sports programme/publication.
- To keep an up to date list off all Area/RN sportsmen/women, officials, coaches and AT Instructors within the establishment.

Secondary Purpose:

Duty PT

Member of the Welfare Committee

Member of the Unit Health Committee

Responsibilities

All PDev facilities within HMNB Devonport (as directed by CPOPT)

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR4 of PT specialisation

Level 2 First Aid

DSAI

DTTT

Desirable

In date enhanced disclosure clearance

Period of Service, The appointment is on FTRS(HC) TCoS for an initial period up to 3 Years.

[See General Notes](#)

LOGISTICS

VACANCIES FOR RN CHEF OR STEWARD JUNIOR RATES AND RM K SPEC OTHER RANKS SERVING ON FULL TIME RESERVES SERVICE

Vacancies have arisen for ex-serving RN Chef or Steward Junior Rates and RM K Spec Other Ranks serving **at sea** and in RN geographic areas including Base Ports Areas on all levels of FTRS Terms and Conditions of Service (TCOS).

The appointments will range from a minimum of 3 months to a maximum of 4 years. Applicants must be or have been in a medically fit category on discharge, must be or have been on the trained strength and recommended for further Naval Service; ex-serving applicants must be within 5 years of having left the Service.

Interested personnel should complete the online Registration form available at www.royalnavy.mod.uk/ftrs and email it to navypcap-cmwfftrsmailbox@mod.gov.uk advising that they are seeking a Chef or Steward position. They should ensure they carefully read the FTRS Terms and Conditions of Service before applying. Personnel who qualify for a service pension should also take financial advice from DBS Pensions Department on the effect that undertaking permanent reserve service has on their pension.

[See General Notes](#)

Post Title: SA LSC	PID Number: 1663378
Rank / Rate: OR4	Specialisation: LOGS(SC)
Location: CTCRM, EXMOUTH	Commitment Level: FTRS HC
Preferred Start Date: ASAP	End Date / Length of Commitment: 1 JUL 20 (Initially)

Tasks:

To be responsible for the management and control of the unit's and the DIO Accommodation Stores budgets, including the demanding and purchasing of all accommodation stores.

To be responsible for the local purchasing and accountability of consumable items not available through service sources using RAC PCA001.

Responsible for the payment of all stores and associated items purchased via EPC & CP&F.

To act as the unit's secondary forklift driver.

To act as the Deputy Building Manager.

To assist the Office Manager as required.

Essential Competencies:

Must either have been, or currently be, an OR4 of LOG(SC) specialisation

[See General Notes](#)

Post Title: WDRM LH	PID Number: 1099399
Rank / Rate: OR4	Specialisation: LOGS CS
Location: HMS TORBAY, DEVONPORT	Commitment Level: FTRS HC
Preferred Start Date: ASAP	End Date / Length of Commitment: 10 MONTHS

Brief Introduction/ Unit Role:

To assist and support the daily running of the Catering Services Department within the SOSM(R) organisation in the Devonport area.

The Post holder will be accountable to Logistics Officer Submarine Support Group for their Primary Purpose; The applicant will be expected to work on any platform in the Devonport area under SOSM (R)Command

Primary Purpose:

Any Junior Rating Chef or Steward capable of preparing and cooking Duty Watch Meals alongside would be suitable.

Secondary Purposes:

The individual would be required to be part of the fire and emergency party.

Tasks:

1. Act as a member of a Submarine Duty Watch alongside.
2. Carry out Fire and Emergency party duties as nominated.
3. Prepare and cook meals for the duty watch
4. Maintain galley cleanliness and hygiene.
5. Maintain Galley Management record.

Essential Competencies:

Must either have been, or currently be, an OR4 of LOGS CS specialisation

Desirable Competencies:

LOGS CS SM

Must be able to achieve the following competencies when in post if not already held:

Submarine Fire Fighting, CBRNDC(SM)12 & 26

[See General Notes](#)

Post Title: GALLEY1	PID Number: 1099366
Rank / Rate: OR2	Specialisation: LOGS CS
Location: DEVONPORT	Commitment Level: FTRS HC
Preferred Start Date: ASAP	End Date / Length of Commitment: 12 MONTHS

Brief Introduction/Unit Role:

To assist and support the daily running of the Catering Services Department within the SOSM(R) organisation in the Devonport area.

The Post holder will be accountable to Logistics Officer Submarine Support Group for their Primary Purpose; The applicant will be expected to work on any platform in the Devonport area under SOSM (R)Command. Any Junior Rating Chef or Steward capable of preparing and cooking Duty Watch Meals alongside would be suitable.

Secondary Purposes:

The individual would be required to be part of the fire and emergency party.

Tasks:

1. Act as a member of a Submarine Duty Watch alongside.
2. Carry out Fire and Emergency party duties as nominated.
3. Prepare and cook meals for the duty watch
4. Maintain galley cleanliness and hygiene.
5. Maintain Galley Management record.

Essential Competencies:

Must either have been, or currently be, an OR2 of LOGS CS specialisation

Desirable Competencies:

LOGS CS SM

Must be able to achieve the following competencies when in post if not already held:

Submarine Fire Fighting, CBRNDC(SM)12 & 26

[See General Notes](#)

WARFARE

NIL

[See General Notes](#)

ROYAL MARINES

Post Title: WORKS LIAISON SNCO	PID Number: 2025060
Rank / Rate: OR7	Specialisation: RM GS
Location: 40 CDO, NORTON MANOR CAMP, TAUNTON	Commitment Level: FTRS HC
Preferred Start Date: ASAP	End Date / Length of Commitment: 3 YEARS

The Post holder will be accountable to OC BASE Coy for their Primary Purpose: To provide the works coordination conduit for external contractors and ensure effective SHEF management of buildings and identified work places across site and within area of responsibility; thereby complying with identified safe work practices, national legislation and MOD SHEF policy. Additionally, the post Holder will carry out duties as the Environmental Protection Advisor

Tasks:

- Maintaining and displaying current SHEF documentation on a dedicated SHEF notice board.
- Maintaining an Environmental Management System for the Unit which includes a waste Management Plan and Utilities Action Plan.
- Producing, maintaining and keeping a building Hazard register.
- Producing, maintaining and keeping a workplace Risk Assessments drawing on relevant SME input where needed and lodging copies with the SHEFA.
- Sighting and signing to acknowledge your buildings' Fire Safety Plans (FSMP) which are held by SHEFA.
- Ensuring that all safety equipment remains serviceable, in date and is not tampered with or misused.
- Compliance with Units Energy Plan.
- Compliance with the Units Waste Management Plan.
- Completion of Termly Workplace Inspections (TWI)
- Ensuring that an NLIMS is completed in the event of an accident or near miss within your areas of responsibility.
- In conjunction with SHEFA complete, maintain and hold an Accident and Near Miss Report Register.
- Completing frequent rounds of your areas of responsibility ensuring that no unsafe work practices or conditions are present and reporting all building defects CS on Form PM1 in a timely manner.
- Reporting to the Hard FM Works department any inferior or unacceptable work carried out by works contractors.
- Reporting to the multi Activity Contract (MAC) Authority Cell (OC/CSM BASE) the effectiveness and standard of cleaning and waste removal services.

Essential Competencies:

Must either have been, or currently be, an OR7 of RM GS specialisation.

Desirable Competencies:

NEBOSH H&S and Environmental Diploma.

Must be able to achieve the following Competencies when in Post if not already held:

- EMS implementation RAF Halton.
- Workplace Risk Assessor.
- Fire Building manager safety Course/Brief.

[See General Notes](#)

Post Title: BASE COMPANY SERGEANT MAJOR	PID Number: 1862886
Rank / Rate: OR8	Specialisation: RM GS
Location: 40 CDO, NORTON MANOR CAMP, TAUNTON	Commitment Level: FTRS HC

Preferred Start Date: ASAP	Length of Commitment: 3 YEARS
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The Post holder will be accountable to OC BASE Coy for their Primary Purpose: To carry out duties as the Base Sergeant Major, running Base Company and maintain a focus on support to Family / Moral Component output around Norton Manor Camp. When the Unit deploys deliver a key role providing the overarching Rear Operations Group (ROG) CSM function, on behalf of the deployed elements, for the Ranks that have not deployed.

Tasks:

Responsible to OC Base for the welfare, discipline and administration of all personnel within the Company, and to act as the ROG CSM.

To carry out any additional Regimental or Sergeants' Mess tasks as delegated by the RSM and to act as the PMC in the RSM's absence.

To underwrite the administration for all Unit level families focused output.

To coordinate all Establishment usage by outside agencies (Cadets, TA, other units).

To ensure accurate and timely JPA action is carried out for the ROG/Company personnel.

To be the Unit Fire Safety Manager in the absence of the MTO.

To be the Equipment Care (EC) co-ordinator for the ROG.

To be the Unit Induction Training Coordinator.

To nominate, coordinate and supervise the ROG DSNCO plot.

To act as the secretary to the Unit Institute Fund Committee.

Essential Competencies:

Must either have been, or currently be, a OR8 of RM GS specialisation.

Desirable Competencies:

Unit Fire Safety Managers course.

Work place Risk Assessor.

Equality and Diversity Advisor.

Must be able to achieve the following Competencies when in Post if not already held:

IOSH Managing Safely.

IOSH Accident Investigator.

[See General Notes](#)

FLEET AIR ARM

A VACANCY FOR AN OR9 OR OF2 OF AVIATION ENGINEERING SPECIALISATION SERVING AS ROYAL NAVY RELEASE TO SERVICE MANAGER 2 IN RNAS YEOVILTON – REF No 2002825

A vacancy has arisen for an OR9 or OF2 of Aviation Engineering specialisation to serve as RN Release to Service Manager (RTSM) 2 in RNAS Yeovilton on FTRS(LC) Terms and Conditions of Service (TCOS).

RTSM 2 is part of the RN RTSA, which is responsible for the delivery of Naval Aviation platform RTS, Ship/Air System Ship Air Release (SA-R) and afloat ATM equipment clearances.

On behalf of ACNS (PoI), and under the direction of the DRTSA, the RN RTSA staff act as SMEs for specific platform types and represent the SOH in assuring and ensuring the air safety of all Naval Aviation platforms.

Accountable to the RTS S01 the post holder's Primary Purpose is to act as lead liaison with all Project Teams and Duty Holder organisations, whilst providing focus, leadership and effective management of the RN RTSA activities of the applicable RTS Desk Officer, ensuring rigorous and coherent Safety Assessments are available to facilitate the capabilities required by Front-Line Commands.

Secondary Purposes:

a. For the RN, Wildcat HMA, Mk2, Scan Eagle Mk1A/B and the Dauphin N2 HU Mk1:

(1) Review all current and future RTS requirements.

- (2) Act as the Manager for all aircraft trials requiring a RTS clearance.
- (3) Attend safety and airworthiness meetings as a representative of the RN DRTSA.
- b. For Air Traffic Management (ATM) equipment:
 - (1) Review all current and future Release into Service Process (RiSP) requirements.
 - (2) Act as the Manager for all ATM equipment trials requiring a RiSP clearance.
 - (3) Attend safety and airworthiness meetings that influence a RiSP clearance as a representative of the RN DRTSA.
- c. Contribute to the tri-service RTSA Working Group.
- d. Act as the Line Manager to RTS Desk Officer 2.
- e. Act as supervisor to personnel who are assessed as Supervised Practitioners under ACF procedures.
- f. Deputise for RTSM 1, 3 and SA-R in their absence and fulfil their TORs.
- g. Manage RN RTSA Standing Orders.
- h. Act as the co-ordinator for all visits to the RN RTSA.
- i. Manage the RTSA Outstanding Actions Log, on behalf of RN RTSA S01.
- j. Attend meetings as detailed in RTSA Standing Orders, Part 1, Chapter 4, Annex A.
- k. Deputise for RTS S01 in his absence and when specifically authorised.

TASKS

Timely planning of activities to ensure that platform RTS requirements are captured understood and resourced to meet programme schedules.

To ensure RTS clearances are tolerable and ALARP and authorised IAW RA 1360.

Timely and effective delivery of RTS clearances to meet OC requirements IAW RN RTSA Standing Orders.

Manage the activity of the applicable platform RTS Desk Officer on a daily basis.

Provide advice and guidance to the relevant aviation community on RTS matters for the aircraft stated in Para 3.a.

Carry out visits within the NAC and the wider aviation community as required in pursuit of primary and secondary purposes.

As required, update the RN RTSA website.

Undertake regular and periodic updating of the RN RTSA Task Database, to ensure that it reflects the current status of all RN RTSA tasks, as detailed in Order 5.22.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, OR9 to OF2 of Aviation Engineering specialisation

RTSM 2 requires the following specific competencies which can be gained through bespoke training or from experience:

- Airworthiness of Military Aviation Environment - AMAC
- Full understanding of Safety System Management - SEMT /ASMT
- Flight Safety Awareness - Air 302 MFSC
- Structural Integrity Awareness - MAAASIC
- MOSS Web Publishing - Core Publisher
- HF Training - Biennial Facilitation
- CAA Initial Airworthiness Course - DAT Training
- CAA Airworthiness Continuation Course - DAT Training

Period of Service: The appointment is on FTRS(LC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OR6-OR9 OF FAA AC SPECIALISATION SERVING AS ATCO IN RAF SWANWICK, SOUTHAMPTON – REF No 1905778

A vacancy has arisen for an OR6-OR9 of FAA AC specialisation to serve as ATCO in RAF Swanwick on FTRS(LC) Terms and Conditions of Service (TCOS).

The Post Holder's Main Responsibilities will include:

- Provide safe and expeditious ATC services to air systems in the Swanwick Mil area of responsibility.
- Undertake Supervisor and/or ATCO IC duties as required commensurate with rank.
- Provide leadership, management, discipline and welfare support to personnel as required.
- Provide live instruction in the initial stages of training and live OJT in the operational environment.
- Conduct shift work and when required facilitate movements outside core hours.
- Prepared to undertake additional non-controlling duties as required by the Unit hierarchy.

This is an RAF FTRS position. However, applicants of an equivalent rank from RN may apply. Acceptance into RAFR service is dependent on an appropriate branch/trade sponsor being identified. Branch/trade sponsor approval must be agreed before the interview.

Confirmation of appointment will depend on successful completion of a RAF Medical Board. Personnel who do not meet the Age/Permanent Joint Medical Employment Standard (PJMES) may apply for the appointment but will only be considered subject to an executive waiver process on a case by case basis.

Candidates who have been out of regular or reserve service for more than 5 years may be considered for this appointment; however, not on promotion. Furthermore, prior approval must be sought from the relevant Branch & Trade Advisor to confirm current and past experience prior to being invited to interview.

Individual Reinforcement Training (IRT) (Module 1) and RAF Fitness Test (RAFFT): Reserve personnel are required to maintain currency in IRT and the RAFFT iaw the relevant TCoS. The successful applicant will be expected to undertake IRT and the RAFFT within 6 months of commencing employment.

Accommodation:

Personnel serving on FTRS(LC/HC) TCoS are eligible to Single Living Accommodation (SLA) if available, at entitled rates, if serving within the Air Command TLB.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR6-OR9 of FAA AC specialisation
Must have completed the Joint Air Traffic Control Course (JATCC).

Desirable

It is highly desirable that the applicant has completed the Area Radar Training Course (ARTC) and has Area Radar experience. Should this not be the case, the successful applicant will need to complete the course, as the earliest applicable opportunity. This course is now delivered at RAF(U) Swanwick.

Period of Service. The appointment is on FTRS(LC) TCoS for an initial period up to 4 years, commencing 3 Dec 18.

[See General Notes](#)

NAVAL CAREERS SERVICE

VACANCIES IN RECRUITING FOR RN OR RM OR2's AND OR4's SERVING ON FULL TIME RESERVE SERVICE

This is a unique and rewarding opportunity for suitable service leavers or ex-serving Royal Navy or Royal Marine OR2's and OR4's (AB, MNE, LH or CPL), to assist with the Royal Navy's recruiting efforts as Assistant Careers Advisers (ACA) in the Armed Forces Careers Offices (AFCO).

There are a number of Nationwide positions available, with vacancies currently in the following AFCO's: Sheffield, Chatham, Chelmsford, Luton, Bristol, Oxford, Guildford, Southampton, Bournemouth and Norwich,

Employment is on an initial 2 year, Full Time Reserve Service (FTRS) Limited Commitment terms of service.

Eligibility – Must be in a medically fit category, on the trained strength and recommended for further Naval Service. Preferably under 40, with good communication, people and organisation skills and ideally some AFCO experience.

Ex-regular JRs or RMORs who meet the above criteria, can apply up to 24 months' post TX date. However, those who have gone beyond this period and believe they have the requisite skills may enquire and their suitability will be assessed on a case by case basis.

To enquire you should contact WO1 Paul Jones on 023 92628784 or e-mail navypcap-cmwffengwo@mod.gov.uk.

Personnel applying should ensure they carefully read the FTRS Terms and Conditions of Service before applying. Personnel who qualify for a service pension should also take financial advice from SPVA Pensions Department on the effect that undertaking reserve service has on their pension.

Interested personnel who cannot find a suitable job in these advertisements should complete the online preference form and email it to NAVYPCAP-CMWFMAILBOX@mod.gov.uk advising CM WF FTRS cell that they could not see a suitable position.

[See General Notes](#)

MEDICAL

NIL

[See General Notes](#)

SUBMARINERS

A VACANCY FOR AN OR9 TO OF2 OF THE RN ENGINEERING SM SPECIALISATION SERVING AS FUTURE TRAINING OFFICER (SUBMARINES) IN HMS SULTAN – REF No 1981882

A vacancy has arisen for an OR9 to OF2 of the RN Engineering SM specialisation to serve as Future Training Officer (FTO) (Submarines) in HMS SULTAN on FTRS(HC) Terms and Conditions of Service (TCOS).

Unit Role:

To deliver professional and highly motivated Marine Engineers and Technicians instilled with Military Ethos

Position Role:

Future Training Officer (Submarines)

Responsibilities:

Manage and coordinate updates to existing training equipment resulting from the introduction of new technologies into the submarine fleet.

Manage and coordinate the provision of new training equipment resulting from the introduction of new technologies to the submarine fleet.

Act as DSMarE focal point for DE&S training issues to ensure career courses are suitable for the future submarine fleet.

Act as the focal point for future submarine technology awareness within DSMarE

Maintain a matrix of future submarine technologies and equipment that may impact on training delivery.

Act as DSMarE focal point for all SMCoS project issues.

Carry out NARO duties in event of a NP warship visit to Portsmouth/Southampton.

Conduct duties as DCO within HMS Sultan duty watch organisation.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR9 to OF2 of the RN Engineering SM specialisation

Period of Service. The appointment is on FTRS(HC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OR7 OF MARINE ENGINEERING SM SPECIALISATION SERVING AS OPERATING DOCUMENTATION DESK OFFICER 2 TRAFALGAR CLASS SUBMARINES IN HELENSBURGH – REF No 1113778

A vacancy has arisen for an OR7 of Marine Engineering SM specialisation to serve as Operating Documentation Desk Officer 2 for Trafalgar Class Submarines (DO2(T)SM) in Helensburgh on FTRS(HC) Terms and Conditions of Service (TCOS).

The FOST Operating Documentation Desk Officer 2 for Trafalgar Class Submarines (DO2(T)SM) is responsible to the OPDOC Officer (OPDOCO/ST26) and in his absence, Head of Training (HOT/ST23) for the production of TRAFALGAR Class Operating Documentation. The OPDOCO will be assisted by the OPDOC Supervisor (DO1(V)SM), who will also provide line management functionality over OPDOC Staff.

PURPOSE

Primary Purpose: To produce effective Operating Documentation for TRAFALGAR Class Submarines, in a timely and efficient manner, in accordance with OPDOC Desk Instructions.

Secondary Purposes

- a. To assist V & A class OPDOC Desk Officers with the production of Operating Documentation, as directed by the OPDOC Supervisor.
- b. To support the OPDOCO, as required, as the Commander in Chief Fleet (FLEET) representative on the Atomic Book Approval Group (ABAG).
- c. To conduct documentation audits in accordance with FOST OPDOC Admin Instruction (AI) 01.
- d. To identify methods by which the Primary Purpose may be improved.
- e. To manage projects as directed by OPDOCO/OPDOC Supervisor.
- f. To conduct secondary tasking duties as detailed by the OPDOC Supervisor.
- g. To conduct Naval General Duties as required by the OPDOCO/OPDOC Supervisor.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR7 of Marine Engineering SM specialisation

Period of Service: The appointment is on FTRS(HC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OR6 OR OR7 OF THE WEAPONS ENGINEERING SM SPECIALISATION SERVING AS THE TDHS AND SM COMMAND SYSTEM MAINTENANCE 2 IN CLYDE SUBMARINE BASE – REF No 1746424

A vacancy has arisen for an OR6 or OR7 of the Weapons Engineering SM specialisation to serve as the TDHS and SM Command System Maintenance 2 in Clyde Submarine Base on FTRS(LC) Terms and Conditions of Service (TCOS).

The position of SM TDHS 2 is a placement within the Babcock International Group, Combat Systems Fleet Engineering organisation at HM Naval Base Clyde and the incumbent will be a member of the seconded RN workforce under the MSDF contract. Whilst seconded with Babcock International, RN personnel are expected to comply with all reasonable instructions from their Babcock International Line Manager with regard to the daily working routines or tasks and are to aim to ensure engineering support is delivered both efficiently and cost effectively, whilst maintaining a high level of flexibility.

Accountable to the Deputy Combat Systems Manager, through the Sonar/TDHS Team Leader; the primary purpose of the SM TDHS 2 is to conduct Tactical Data Handling Systems (TDHS) repairs and maintenance as directed by the Sonar/TDHS Team Leader on submarines and other visiting vessels using HM Naval Base Clyde, to enable them to meet their planned programmes.

Secondary purposes are:

- a. To deputise for Sonar/TDHS Team Leader in all matters associated with TDHS repairs when required.
- b. To carry out the duties of SFM Duty Technical Officer.
- c. To carry out the duties of Divisional Senior Rate (DSR) as required.

Main tasks are to:

- a. Manage and lead small teams in the repair and maintenance of WE TDHS and associated equipment in support of submarines and visiting vessels, ensuring that good order and discipline is maintained by them in their areas.
- b. Carry out fault diagnosis and defect rectification.
- c. Provide TDHS expertise and assistance as directed by line management.
- d. Instruct and supervise subordinate team members for on job training.
- e. Ensure all tasks undertaken are carried out in accordance with current safety and quality regulations.
- f. Process all documentation required to fulfil job description.
- g. Carry out duties and responsibilities of Divisional Senior Rate as required.
- h. Carry out the duties of the SFM Duty Technical Officer.
- i. Liaise with other Fleet Engineering sections/ships staff where necessary.
- j. To support out of hours cover, occasional overtime work or shift work with commensurate Time Off In-Lieu (TOIL).
- k. Conduct additional tasks as instructed by line management.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR6 or OR7 of the Weapons Engineering SM specialisation

He should hold the following competencies:

SM|SMCS NG Maintainer/User (UW468AMN)|Navy|
SM|NATO Sins Maintainer (UW826AMN)|Navy|SM|Submarine Service|Navy|
SM|Submarine Degaussing Equipment Maintainer (UW806ASN)|Navy|
SM|Submarine Service|Navy|

Period of Service. The appointment is on FTRS(LC) TCoS in accordance with BR 64 for an initial period up to 3 years.

[See General Notes](#)

**A VACANCY FOR AN OR6 OR OR7 OF THE WEAPONS ENGINEERING SM SPECIALISATION
SERVING AS THE SM ORDNANCE 2 IN CLYDE SUBMARINE BASE – REF No 1761762**

A vacancy has arisen for an OR6 or OR7 of the Weapons Engineering SM specialisation to serve as the SM Ordnance 2 in Clyde Submarine Base on FTRS(LC) Terms and Conditions of Service (TCOS).

The position of SM Ordnance 2 is a placement within the Babcock International Group, Combat Systems Fleet Engineering organisation at HM Naval Base Clyde and the incumbent will be a member of the seconded RN workforce under the MSDF contract. Whilst seconded with Babcock International, RN personnel are expected to comply with all reasonable instructions from their Babcock International Line Manager with regard to the daily working routines or tasks and are to aim to ensure engineering support is delivered both efficiently and cost effectively, whilst maintaining a high level of flexibility.

Accountable to the Deputy Combat Systems Manager, through the Tactical and Ordnance Team Leader the primary purpose of the SM Ordnance 2 is to conduct Ordnance Systems repair and maintenance as directed by the Tactical and Ordnance Team Leader on submarines and other visiting vessels using HM Naval Base Clyde, to enable them to meet their planned programmes.

Secondary purposes are:

- a. To deputise for Tactical and Ordnance Team Leader in all matters associated with Ordnance repairs when required.
- b. To carry out the duties of SFM Duty Technical Officer.
- c. To carry out the duties of Divisional Senior Rate (DSR) as required.

Primary tasks are to:

- a. Manage and lead small teams in the repair and maintenance of WE Ordnance and associated equipment in support of submarines and visiting vessels, ensuring that good order and discipline is maintained by them in their areas.
- b. Carry out fault diagnosis and defect rectification.
- c. Provide Ordnance expertise and assistance as directed by line management.
- d. Instruct and supervise subordinate team members for on job training.
- e. Ensure all tasks undertaken are carried out in accordance with current safety and quality regulations.
- f. Process all documentation required to fulfil job description.
- g. Carry out duties and responsibilities of Divisional Senior Rate as required.
- h. Carry out the duties of the SFM Duty Technical Officer.
- i. Liaise with other Fleet Engineering sections/ships staff where necessary.
- j. To support out of hours cover, occasional overtime work or shift work with commensurate Time Off In-Lieu (TOIL).
- k. Conduct additional tasks as instructed by line management.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR6 or OR7 of the Weapons Engineering SM specialisation

Must hold the following competencies:

SM|Trafalgar Class Ordnance Equipment Maintainer (UW586ASN)|Navy|
or
SM|Vanguard Class Ordnance Equipment Maintainer (UW585ASN)|Navy|
SM|Submarine Service|Navy|

Period of Service. The appointment is on FTRS(LC) TCoS for an initial period up to 3 years.

[See General Notes](#)

THREE VACANCIES FOR AN OR2 OF RN WARFARE SM SPECIALISATION SERVING AS FOST NORTH SUBMARINE COMMAND TEAM TRAINER (FSCTT) AB(WS)SSM IN HELENSBURGH – REF No 2009649/60

A vacancy has arisen for an OR2 of RN Warfare SM specialisation to serve as AB(WS)SSM in Helensburgh on FTRS(HC) Terms and Conditions of Service (TCOS).

Accountable to the CPO(WS)SSM, the AB(WS)SSM will be employed in VERACITY, THRASHER, and ALERT Command Team Trainers within the Faslane Submarine Command Team Trainer (FASSCTT) department. The rating will be directly responsible to the LS(WS)SSM.

Primary Purpose: The AB(WS)SSM is to operate Sonar equipment to a high standard in accordance with procedures and policies dictated by current documentation and doctrine, within VERACITY, THRASHER and ALERT or any other shore trainer directed by Command. The AB(WS)SSM is to operate the Sonar Simulation Desks within VERACITY and THRASHER.

Secondary Purpose: The AB(WS)SSM is to assist the CPO(WS)SSM or CPO(WS)TSM in support of SMCC as directed. The AB(WS)SSM is to assist the LS(WS)SSM in the support and preparation for all training within the SCTTs.

Principle Tasks: In support of the Primary Purpose:

- To maintain own professional knowledge at RPS level.
- To assist the LS(WS)SSM maintain an accurate sonar picture on the Sonar Simulation desk within the SCTTs via the Warship Signature Database in support of the training aim.
- To assist with training through operating all Sonar equipment in all positions in the Sound Room iaw current doctrine and as required by the training Senior Rate.

Secondary Tasks: In support of the Secondary Purpose:

- a. To ensure that SCTTs are fully prepared for training as directed by the LS(WS)SSM.
- b. To ensure that the SCTTs are fully secured on completion of training.
- c. To assist the VERACITY and THRASHER Leading Rates with daily user checks and defect reporting prior to a training period.
- d. To clean the Sound Room area before and after each training session as directed by the LS(WS)SSM.
- e. To participate in SMCC Command Briefs as directed by SMCC CO or LS(WS)SSM.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR2 of RN Warfare SM specialisation

The following competencies are required for the role:

- SM/AB(WS)SSM CAREER (UP610QJN)
- SM/NARROWBAND OPERATOR (UP616QNT)
- PROFESSIONAL OPS FOR AB WS (SSM)

Period of Service: The appointment is on FTRS(HC) TCoS for an initial period up to 3 years, commencing 1 Jan 18

[See General Notes](#)

OFFICERS

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ENGINEERING

Post Title: FORCE GENERATION SUPPORT SO2	PID Number: 1747048
Rank / Rate: OF3	Specialisation: ENG
Location: COMDEVFLOT ESG, PLYMOUTH	Commitment Level: FTRS HC

Preferred Start Date: 11 FEB 19

End Date: 10 FEB 22

Brief Introduction / Unit Role:

1. Commander Devonport Flotilla (COMDEVFLOT) is in Command of Devonport based RN Ships, primarily responsible for the Force Generation of Devonport Units. He is directly accountable to Commander Operations for the discharge of his Command responsibilities and functionally accountable to Assistant Chief Naval Staff (Support) for all tasks discharged by the Waterfront Organisation in the delivery of Operational Assurance.
2. The Flotilla has a number of sub-unit organisations, and RN personnel embedded within industry to achieve the key outputs and ultimately achieve COMDEVFLOT's aim. Each sub-unit is headed by a Flotilla Divisional Captain.
3. The DEVFLOT Engineering Division is led by Captain Engineering (Capt E). It consists of:
 - a. Engineering Support Group (ESG), comprising the Engineering Training, Delivery Duty Holder (DDH), Customer Assurance and Force Generation functions.
 - b. Engineering Delivery Group (EDG), comprising the waterfront engineering manpower and delivery function.
 - c. Further effect is delivered via engagement with staff within individual ships, NCHQ including other Flotillas, DE&S, NBC Devonport and his staff, Industry Partners and Plymouth City Council.
4. Capt E CONOPS lays out three main areas of responsibility, which is summarised as follows:
 - a. Capt E delivers engineering leadership at the Devonport waterfront by:
 - i. Acting as the engineering head of profession at the Devonport waterfront.
 - ii. Delivering local leadership and ownership of all RN engineering branch and wider change management initiatives affecting the Devonport waterfront and its personnel.
 - iii. Delivering suitable and rewarding employment to engineering personnel employed ashore in the Devonport geographic area.
 - iv. Monitoring the performance of engineering personnel, process and support delivery at the Devonport waterfront and leading on resolution of issues identified.
 - v. Delivering opportunities to increase engineering knowledge, skills and experience within all RN, MOD and civilian personnel employed in the Devonport geographic area.
 - b. Capt E supports the delivery of COMDEVFLOT's key standing objectives by:
 - i. Acting as the Chief Engineer to the DEVFLOT Delivery Duty Holder
 - ii. Assisting Captain SS and Captain HM in the generation of the Flotilla units to meet commitments as directed by COMOPS. Specifically, Capt E leads on the arrangements and execution of Ready For Sea Date Inspections and Fleet Date Inspections under specific delegation from CSOE(SS).
 - iii. Ownership of Flotilla Risk Management policy and delivery.
 - iv. Ownership of Flotilla Safety processes including those associated with the Delivery Duty Holder role and delivery against specific safety delegations.
 - v. Coordination of Flotilla input for Safety, Materiel and Operating Assurance to the Operational Duty Holder.
 - c. Capt E also assists NCHQ, DE&S and NBC Devonport in the delivery of their principal aims and objectives as covered in the Engineering Division's CONOPS.
5. To achieve this task, Capt E is supported by Commander Engineering (Cdr E), the Engineering Support Group (ESG), which includes the DDH Manager and the associated Team, SO2 and SO3 Force Generation Support and the Engineering Training Squadron (ETS).

The Post holder will be accountable to ESG Cdr E for their Primary Purpose; To oversee Force Generation and equipment and sustainability issues affecting all Devflot Platforms declared to be in Fleet Time, reporting issues and tracking progress to their resolution.

Secondary Purposes:

To act as DEVFLOT Risk Manager. To assist in the scheduling of platform maintenance periods. To act as a Divisional Offer, 1RO, 2RO and 3RO as directed by ESG CPR.

Tasks:

- a. In liaison with the NCHQ, SCA, COM, FGA (D) and individual units agree an achievable maintenance programme which optimises engineering support. Ensure this is captured within the LTOS and the FOS as necessary.
- b. Attend Vis Board meetings and liaise with individual units, Flotilla sea riding staff, NCHQ (FOMO), DE&S (SCA), COM and IP to develop and articulate the issues associated with Force Generation and material and support issues affecting their ability to sustain programmed operations and tasking.
- c. Support and attend the Devflot OGB meeting, delivering pre-briefings as necessary.
- d. Agree tactical engineering priorities with the COM and SUSS.
- e. Act as secretary for the T23, Amphib Ships and HM Ships Availability Working Groups, scheduling meetings and pre-meetings as required to support the NCHQ Operating Model.
- f. Be the focal point for the management of Risk to the Force Generation of Devonport Surface Units. Following the Risk Management process which also ensures coherency and understanding of the associated risks across the NB, including the IP and NCHQ.

Essential Competencies:

Must either have been, or currently be, an OF3 of ENG specialisation (ME GS preferred or WE GS).
Post Charge

Must be able to achieve the following Competencies when in Post if not already held:

Risk Management – ARM Administrator’s Course.

[See General Notes](#)

Post Title: SO3 J6 OPS	PID Number: 2028534
Rank/Rate: OF2-OF3	Specialisation: ENG WE
Unit/Location: HQBF GIBRALTAR - OPS	Commitment Level: FTRS FC
Preferred Start Date: 7 JAN 19	End Date/Length of Commitment: 6 JAN 21

HQBF Gibraltar SO3J6 is an integral C4 management role which relies heavily upon secure and reliable communications networks to which SO3J6 is responsible for delivering.

SO3J6 is the lead and line manager of a small J6 cell including a Locally Employed Civilian (LEC) Information Manager and a RN WO1 and PO Crypto Custodians.

Commander British Forces Gibraltar is reinvigorating the drive to ensure that Gibraltar is future proofed to meet the ever-changing requirements. This requires a refresh of the majority of Gibraltar’s legacy and aging communications and networking infrastructure of which which the SO3J6 role is lead.

Tasks:

Work to the SIO (COS) and set in place processes necessary to deliver the information requirements of the organisation.

Develop, monitor and improve the overall capability of the business unit to use and exploit information and the capabilities current CIS equipment.

Manage and improve the regime within which staff store, access and disseminate electronic and physical information.

Review processes to ensure that the HQ continues to maintain the requirements for IAMM L3 and be prepared to develop further to achieve IAMM L4.

Ensure that the HQ is working in accordance with DPA 18.

Act as Line Manager for the Information Manager.

Act as 1RO for WO CDA, and 2RO for PO CDA.

Act as the primary point of contact with JFC J6/COS JFC and ISS.

Act as the primary customer to ISS for Gibraltar. Writing SORs or NSSRs as required.

Ensure coordination of equipment, security and information management to meet the command requirement.

To be the primary POC for all J6 issues within the Command.

Maintain the J6 input into the Command Risk Register.

Review annually and deliver the J6 induction at the Command Induction Briefs.

Continue the preparation for the HQ to migrate to MODNet. Attend ISS Migration Planning meetings.

Be Crypto Authorised.

Essential Competencies:

Must either have been, or currently be, an OF2-OF3 of ENG WE specialisation

[See General Notes](#)

A VACANCY FOR AN OF3 OF ENG ME SPECIALISATION SERVING AS DACOS CAREER MANAGEMENT OFFICERS CAREER MANAGER SO2 MEGS (OCMSO2MEGS) IN PORTSMOUTH – REF No 2046579

A vacancy has arisen for an OF3 of ENG ME specialisation to serve as OCMSO2MEGS in Portsmouth on FTRS(LC) Terms and Conditions of Service (TCOS).

OCMSO2MEGS is one of 7 desk officers within the Career Management organisation for Engineer Officers. The position is responsible for the career management of a plot of junior EGS Officers on completion of the Phase 2 training pipeline (at GTS).

Accountable to OCMSO1EGS for their Primary Purpose; To assign Officers of their plot to meet the complemented executive and professional needs of the Naval Service in peace, TTW and war.

Secondary Purposes:

1. To plan and develop the careers of Officers on their plot, so that they improve their executive and professional skills, can achieve their potential and remain motivated and committed to the Service.
2. To participate in the initial stages of the system of transfer and promotion of Engineer Officers, below the rank of Commander, so that those officers' reports are checked for correctness and completeness.

Tasks:

1. Planning the assignments of the plot, within current naval regulations and standards, filling billets to the requisite targets with appropriate, committed, motivated and suitably qualified Officers, giving those Officers the requisite period of notice of employment.
2. Developing the careers of the plot within the constraints described at paragraph 8 and in accordance with the Engineering Branch Career Structures and 2SL policy/guidelines.
3. Conducting interviews with individual Officers on the plot, so that they receive clear advice on future prospects and assigning considerations whilst ensuring that personal contact is made with all members of the plot over a period of two years.
4. Nominating Officers on the plot for higher training and career courses.
5. Nominating suitably qualified Officers from the plot to SO1 CAPPs to fill Common Appointments to the maximum benefit of the Service and the individual.

6. Monitoring the number of Officers on the plot retained on Extension of Service and serving in the Acting Higher Rank in relation to the requirements of the plot and the availability of the Officers on it.
7. Liaising with Commanding Officers, Employing Officers and Line Managers to ascertain the professional competence and suitability of Officers on the plot for particular appointments.
8. Monitoring all OJAR reports of officers on the plot to ensure their completeness and correctness in accordance with the guidance laid down in JSP 757 and BR3.
9. Attending the Commission Transfer Board and provide advice to PROMs regarding the eligibility of MEGS OFs; provide advice to PROMs regarding the eligibility of MEGS OFs for promotion.
10. Act as the departmental point of contact for casework involving Officers on the plot, liaising with other MOD departments as required or appropriate. Maintaining records as necessary to identify appointing and career trends.
11. Conduct periodic outreach visits to establishments which employ plot member to deliver an efficient and effective career management service.
12. Act as data controller for all records on the plot, regardless of media in which they are held, in accordance with the GDPR, and other relevant legislation and regulations.
13. Liaising with Branch Manager on branch-related matters as required.
14. Reacting to short-notice requirements (including Augmentation).
15. Generating own plot's Officer Valedictory Certificates (in the absence of an Admin Assistant).

Secondary tasks and duties:

1. OCMSO2MEGS will also undertake the following roles on behalf of the wider E CM group:
 - (5) Organise FGA Bilateral Meetings (termly).
 - (6) Generate / update the CM elements of 2* Branch Review, 1* Quad Brief and 1* Rolling Brief on behalf of OCM SO1 EGS with sufficient notice for staffing (on request of DACOS(CM) COS).
 - (7) Support the EGS Officer promotion's round by generating last shot letters and promotee contract detail.
 - (8) Generate OCM EGS statistical data (as required).
 - (9) Act as OCM E Socials Rep.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF3 of ENG ME specialisation

Desirable

Have completed ICSC (highly desirable).

Have completed a charge appointment (desirable).

Basic Interview Skills

Intermediate skill level MS Office (Word, Excel, PowerPoint)

Period of Service. The appointment is on FTRS(LC) TCoS for an initial period up to 3 years

[See General Notes](#)

A VACANCY FOR AN OF3 OF LOGS (ANY) OR EGS/ESM (ANY) SPECIALISATION SERVING AS SO2 FMSS DEPUTY REQUIREMENTS MANAGER IN BRISTOL, ABBEY WOOD – REF No 2036847

A vacancy has arisen for an OF3 of Logs (any) or EGS/ESM (any) specialisation to serve as SO2 FMSS Deputy Requirements Manager in Bristol, Abbey Wood on FTRS(LC) Terms and Conditions of Service (TCOS).

ACOS (Engineering Support) is responsible for supporting NCHQ's Capability Delivery Teams across the Develop, Deliver, Generate and Operate functions by providing the engineering support aspects of the N4 function across NBS, ship classes and submarines.

The Future Maritime Support Strategy (FMSS) Programme team are developing the successor arrangements for the Maritime Support Delivery Framework (MSDF), the current overarching

management framework for the dockyards; the current contracts are due to expire by 2020. To define the requirements for waterfront support after 2020, FMSS has been launched as a joint enterprise between DE&S and NCHQ. Currently at the concept stage, FMSS will assess the impact of new platforms (T45, QEC, T26, Astute, Successor), assess the implications of other support programmes on solution design (for example Common Support Model), and identify opportunities for coherence with other support programmes such as Commercially Supported Shipping.

Primary Responsibilities:

As Deputy Requirements Manager to the FMSS programme, support the FMSS NC B2 RM at all their duties across the entire FMSS programme scope and working alongside the DE&S FMSS programme team, with responsibility for:

- a. FMSS RM team lead for programme Level 0 development, maintenance and endorsement of customer User Requirement Document, including Measures of Effectiveness/Performance
- b. FMSS RM team lead for programme Level 0 development, maintenance, endorsement and delivery of FMSS Requirements and Acceptance Management Plan (RAMP) and Integrated Test, Evaluation and Acceptance Plan (ITEAP)
- c. FMSS RM team lead for management of programme Level 1 user requirements and acceptance for:
 - logistics, warehousing and freight distribution, and managing customer requirements relationship engagement between NCHQ Logs Div and LDOC
 - surface ships engineering and waterfront infrastructure capability management, and managing customer requirements engagement between NCHQ Ships Div and DE&S WSpt
 - submarines engineering and waterfront infrastructure capability management, and managing customer requirements engagement between NCHQ SM Div and SDA ISSM
 - programme planning and delivery of supplier contracts transition from existing partners through to Full Operating Capability
 - programme planning and delivery of programme integration activities for planning, delivery and performance management of customer operational outputs
- d. Support the NC B2 FMSS Requirements Manager in establishing the approach to identifying, capturing and scheduling the programme benefits, preparing and managing the programme benefits map in accordance with best practice and the programme mandate
- e. Support the NC B2 FMSS Requirements Manager and programme team with stakeholder community engagement across NC, HM Naval Bases, DE&S and industry
- f. Liaise, at the appropriate level, with all authorities associated with the achievement of the job purpose, advising NC B2 FMSS Requirements Manager of any emerging contentious issues which may directly affect output; performance; policy, contractual matters or financial commitment.

Secondary Responsibilities

The secondary responsibilities of the SO2 FMSS Deputy Requirements Manager role are to assist the NC B2 FMSS Requirements Manager with the following:

- a. Managing the portfolio of FMSS programme initiatives across NC, the DE&S (including Ships and Submarines) and Industry
- b. The establishment and management of industry facing initiatives, communicating progress, risks, issues and benefits from the programme.
- c. Identifying, establishing and managing the resources required in delivering the FMSS programme.
- d. Identifying where industry can provide additional benefit across the FMSS programme
- e. Attendance at FMSS Programme Board meetings in Abbey Wood, HM Naval Bases, NCHQ and Division meetings in Portsmouth.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF3 of Logs (any) or EGS/ESM (any)
Experience of successful Defence Project and Programme management preferably within PRINCE 2, APMP and MSP Practitioner disciplines

The post holder requires the following specific competencies, to be achieved within two months of appointment and maintained while in post:

Competence	Skill Level
MODNET	Intermediate
MS Application: Word	Intermediate
MS Application: Excel	Intermediate
MS Application: Power Point	Intermediate
MS Outlook	Intermediate
Equality and Diversity	Basic
Managing Successful Programmes	Practitioner
Defence Requirements and Acceptance Principles	Trained

Period of Service. The appointment is on FTRS(LC) TCoS for an initial period up to 31 Mar 20.

[See General Notes](#)

COMMON ASSIGNMENTS

Post Title: SUSTO	PID Number: 2013577
Rank / Rate: OF2	Specialisation: ANY
Location: BRNC DARTMOUTH	Commitment Level: FTRS FC
Preferred Start Date: JUN 2019	End Date / Length of Commitment: 2 YEARS

Brief Introduction:

The Staff Officer for Sponsored Undergraduates (SUSO) is responsible to Commander (Universities) (Cdr (U)), as 1st Reporting Officer, and Captain BRNC, as 2nd Reporting Officer, for the training management, care & welfare, professional & military development, and personnel management of RN Sponsored Undergraduates (SUs) (excluding Defence Technical Undergraduate Scheme (DTUS)). Additionally, SUSO fulfils the role of Universities Department Staff Officer, responsible for managing URNU HQ functions on behalf of Cdr U. SUSO is to achieve this through close contact (enabled via personal visits) with sponsored cadets, aimed at ensuring the maximum possible number of cadets subsequently arrive at BRNC for and pass Initial Naval Training (Officer) (INT(O)). A key element of the role is the promotion and development of esprit de corps of SUs through Blake Squadron, as the Squadron Officer.

Primary Purpose;

- a. To manage the SU scheme, enabling all RN SUs (Medical Cadets, Dental Cadets and Bursars) to:
 - (1) Obtain the best degree classification possible.
 - (2) To complete professional training (Foundation Programmes) as directed by the relevant professional body/councils.
 - (3) Develop their Character & Leadership qualities, and Physical Fitness standard.
 - (4) Develop and maintain their enthusiasm and determination for their RN career.
 - (10) To pursue their maximum chances of success at INT(O) through experiences and exposure to the RN during the SU Scheme.
- b. To manage URNU HQ functions as follows:
 - (1) Act as Divisional Officer to URNU Staff Coxswain.
 - (2) Act as URNU budget resource manager under letter of sub-delegation from Cdr U, providing a central accounting and advisory service to URNU COs for budgetary matters.
 - (3) Co-ordinate the conduct of unit assurance visits.
 - (4) Act as first point of contact for HQ advice to URNU COs.

- (5) Assist in the annual student recruitment process by providing HQ presentation at nominated selection boards.
- (6) Co-ordinate arrangements for all URNU courses and visits to BRNC.
- (7) Ensure RN sponsored undergraduates are fully engaged with their nominated local university service unit.
- (8) Represent the Universities Department at BRNC DHODs.
- (9) Deputise for Cdr U as required.

Secondary Purposes:

To support Initial Naval Training (Officer) when available and undertake OOD duties.

Tasks:

SUSO's principal tasks (IAW JPA PID Number Roles and Responsibilities) are:

- a. Report to Cdr U on the general welfare, professional progress and development of Naval pre-INT training and ethos of RN SUs.
- b. Report to and advise Cdr U and BRNC Command on issues, welfare, training risks and warnings in relation to SUs.
- c. Manage the pay, administration and training of all RN SUs including obtaining, recording, and updating personal and training data, in accordance with the Data Protection Act.
- d. Provide, implement and administrate policy, direction and guidance for SUs during their studies.
- e. As principal point of contact for BRNC, liaise with DMS, DPMD, AIB, DNPS, DNPERS and MDHUs and other Services and authorities with respect to RN SUs.
- f. Course Manager and delivery of Blake Squadron Acquaint Courses for SUs.
- g. Maintain close liaison with URNU & DTUS organisations in order to achieve SU scheme objectives and act as URNU and DTUS Liaison Officers.
- h. Act as Divisional Officer to URNU Staff Coxswain.
- i. Act as budget resource manager and provide central accounting for URNU COs.
- j. Maintain training day usage records for URNU TOs and students.
- k. Co-ordinate the conduct of unit assurance visits.
- l. Represent the Universities Department at DHoDs.
- m. Undertake OOD duties and support Initial Naval Training (Officer) when available.

Essential Competencies:

Must either have been, or currently be, an OF2 of any specialisation

[See General Notes](#)

A VACANCY FOR AN OF3 OF ANY SPECIALISATION SERVING AS SO2 NAVAL TRAINING IN MODSAP, SAUDI ARABIA – REF No 2046327

A vacancy has arisen for an OF3 of any specialisation to serve as SO2 Naval Training in MODSAP, Saudi Arabia on FTRS(FC) Terms and Conditions of Service (TCOS).

Accountable to SO1 Naval Programmes; the post holders Role is:

To provide professional advice, assistance and assurance on the establishment and running of the Technical Institute of Naval Studies (TINS) project (to be established in the Eastern Province of the Kingdom of Saudi Arabia). To act as PMO for the TINS Contract.

Responsibilities:

1. Monitor the performance of the Prime and associated Contractors on all aspects of the TINS Project in the Kingdom of Saudi Arabia such that the full interests of the Ministry of Defence and the interests of the RSNF are promoted, protected and faithfully represented.
2. Provide monitoring, reporting, and where necessary recommendations regarding the professional relationship between the TINS Customer (RSNF) and the Prime Contractor (and associated contractors) for the project.
3. To be the focal point for all MODSAP interest in the TINS project, liaising closely with SO2 Operations and Training and any Navy Programmes superiors as ordered.
4. Any other military/staff responsibilities as deemed necessary by Commodore Navy Programmes or SO1 Navy Programmes.
5. To be a supervisory and diving member of the RNP SCUBA Air Diving Team.
6. To be the MODSAP focal point in all communications with Commandant TINS.

Principal Duties

1. To positively contribute to the successful establishment and running of TINS by:
 - (a). Providing effective communications between MODSAP (Navy Programmes) and the Customer during establishment and running of TINS such that the customer's interests and obligations regarding the agreed Statement of Work, Contract, and any subsequent agreed amendments are fully understood and actions taken where necessary;
 - (b). Providing effective communications between Navy Programmes and the Prime Contractor (and any authorised sub-contractors) during establishment and running of TINS monitoring contractors' obligations and performance such that the agreed Statement of Work, Contract, and any subsequent agreed amendments are fully understood with KPIs being fulfilled;
 - (c). Acting early and positively in regard to any issues arising regarding TINS, keeping Commodore Navy Programmes and all relevant MODSAP personnel informed. Such issues may include contractual matters such as facilities or site management in accordance with the TINS Contract;
 - (d). To coordinate and where necessary co-chair meetings with RSNF counterparts where TINS is the primary subject;
 - (e). To attend any meeting deemed necessary to provide input and output to/from MODSAP on all TINS related matters.
 - (f). (If qualified MCDO) To provide SCUBA air diving support, both supervisory and in water, to RSNF dive mentoring under the ODH chain regulated by Commodore Naval Programmes and under dispensations granted by RN Superintendent of Diving.

Secondary Duties

1. To carry out Staff Officer duties as deemed necessary by SO1 Navy Programmes.
2. To deputise for SO1 Navy Programmes for matters within his functional area.
3. To maintain a functional relationship with other MODSAP training personnel in the Eastern Province of KSA.

MANDATORY TRAINING REQUIRED ONCE IN POST:

Security Brief

Hold Harmless Brief

MODSAP mandated training (ie Anti-Corruption Training)

RNP SCUBA air diving procedures as approved and dispensed by RN SofD (If Qualified MCDO)

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF3 of any specialisation

Ideally post holder should be RN MCDO qualified

Due to location; The post holder must be Male

The post holder must hold a civilian driving licence; This post necessitates significant travel in the KSA between Jubail & Riyadh

Ideally should have DSAT experience or qualifications

The post holder should ideally have MM experience as a CO/XO/Ops or E(TM)

There is also significant foreign travel between Saudi Arabia and the UK on approximately a 1 trip per 2 months basis

Handover 7 days in UK and 7 days in KSA max

DSO UKTI Induction Training

DGSAP Induction Training

Desirable

Arabic Language Familiarisation (2 weeks) (desirable if available);

Period of Service. The appointment is on FTRS(FC) TCoS for an initial period up to 2 years.

[See General Notes](#)

Post Title: SO2 RECRUITING	PID Number: 1986089
Rank / Rate: OF3	Specialisation: ANY
Location: FLEET CMR, PORTSMOUTH, LEACH BUILDING	Commitment Level: FTRS FC
Preferred Start Date: ASAP	End Date / Length of Commitment: 2 YEARS

Brief Introduction / Unit Role:

The Commander Maritime Reserves (CMR) commands the Royal Naval and Royal Marines Reserves, known collectively as the Maritime Reserves (MR).

The purpose of the MR as set out in the Command Plan is to provide sufficient, capable and motivated personnel, at readiness, to reinforce Regular Forces.

The function of the MR HQ is to set and shape the conditions by which the MR are able to generate and maintain capability at readiness support of the Naval Service.

The Post holder will be accountable to SO1 RMR for their Primary Purpose; To support DACOS (Res) as the MR recruitment SME and to have oversight and influence over the recruitment and training pipeline, driving the performance of the pipeline managers in the MR Units.

Secondary Purposes:

- a. Provide support to SO1 Policy in the development of Recruitment Policy.
- b. Provide support to SO1 RMR as part of the MR Media Comms team.

Tasks:

The principle tasks undertaken by CMR HQ SO2 Recruiting are:

- a. Bring coherence to MR recruitment process UK wide.
- b. Representative CMR in recruitment matters.
- c. Interacting with stakeholders across MoD.
- d. Stakeholder liaison - CMR HQ, CNR HQ, RFCA (Reserves) and TESSRR (Regulars).
- e. Recruitment Policy – understanding and influencing proposed changes and what applies to Reserves.
- f. Pipeline and medical related issues – awareness and negotiation to influence improvement.
- g. CMRs voice in all relevant meetings, eg Reserve Marketing to ensure MR funding is not lost in the overall NS campaign.
- h. Dealing with the internal politics associated with: RNR, RMR, Air and Medical Branches who want to work differently.
- i. Manage performance of recruitment/pipeline management work is undertaken by WSCs/UWOs.
- j. Promote the importance of WSC building relationships with AFCOs in their areas. Act as conduit between WSC and Area Recruitment Officer to resolve.
- k. Engaging with RAF and Army on all matters of recruiting

Essential Competencies:

Must either have been, or currently be, an OF3 (Volunteer Reserve or ex Regular Reserve) of any specialisation

Broad range of RN experience including that of a Headquarters.

MS Office Basic Skill level; MS Access, MS Excel

Desirable Competencies:

An understanding of the Maritime Reserves.

[See General Notes](#)

**A VACANCY FOR AN OF3 OF ANY SPECIALISATION SERVING AS SO2 PLANS E IN SJFHQ
NORTHWOOD – REF No 1966125**

A vacancy has arisen for an OF3 of any specialisation to serve as SO2 PLANS E in SFJHQ Northwood on FTRS(FC) Terms and Conditions of Service (TCOS).

Unit Role: Command and control of assigned forces deployed on Joint Operations.

Position Role: Production of Campaign Plan, branches, sequels and all other contingency planning within JTFHQ. Lead on the management of operational risks for the JTFHQ.

Responsibilities:

1. Act as a member of the SJFHQ Operations Planning Team. Key co-ordinator of cross-branch activity within the SJFHQ and externally (PJHQ, MOD) as required.
2. Develop Campaign Plans, review current plans and modify or develop as required.
3. Lead Operational Planning Team (OPT) to analysis specific operational problems as required.
4. Act as a member of the SJFHQ Operations Planning Team focussing on Risk.
5. Working to SO1 J5, develop Risk management processes in support of Campaign Plans produced by SJFHQ.
6. Lead on the day to day management of wider SJFHQ Op level Risks.
7. Act as J5/Coord member of an OLRT.
8. Conduct liaison with Risk Managers in PJHQ, sS and other key agencies.
9. Contribute to development of doctrine through MOD, DCDC and Single Service doctrine centres.
10. Conduct reconnaissance visits to countries of interest, which require the development of subsequent plans.
11. Undertake J5/other tasks and duties as directed by SJFHQ Comd.

Pre Appt/Deployment Trg: Single service IPDT current.

Domestic Considerations: Nil.	
Performance Attributes	Priority Component Features
Initiative	Must be capable of analysing large quantities of data from various sources and providing recommendations.
Powers of communication	Must be able to deliver coherent, succinct, accurate, and logical written and oral briefs to subordinate commanders and the 2 Star CJTF.
Personal effectiveness	Must be able to work effectively with only broad direction and guidance, with considerable autonomy.
Reliability	Must be highly-motivated and able to operate as an individual and in small teams within a range of operational environments, primarily at the Operational level in a Joint and cross-government environment.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF3 of any specialisation

Must have completed ICSC(M)

JOPC - can be conducted while in role.

Defence Risk Management Course - can be conducted while in role.

Desirable

To be a French speaker.

Period of Service. The appointment is on FTRS(FC) TCoS for an initial period up to 2 years.

[See General Notes](#)

Post Title: NSOIT(DEPLOYED) PROGRAMME DIRECTOR	PID Number: 1575289
Rank / Rate: OF5	Specialisation: ANY
Location: CORSHAM (BASIL HILL BARRACKS)	Commitment Level: ADC (max of 180 days in a year)
Preferred Start Date: ASAP	End Date / Length of Commitment: 12 MONTHS (INITIALLY)

Brief Introduction / Unit Role:

HQ JFC Capability Sponsor for; C4ISR, Cyber, Information Activities and Outreach, Crypto and Joint Training and Simulation.

Primary Purpose: The NSoIT(D) Programme Director is to operate on behalf of the Senior Responsible Owner (SRO) and lead the programme and its team on a day-to-day basis. They are responsible for driving the delivery of the programme and monitor to ensure that the objectives are clearly defined and achieved within agreed time, cost and quality constraints.

Responsibilities:

1. Leadership. Deputise and act on the behalf of the SRO as required on matters within the NSoIT(D) Programme, making the necessary informed decisions within delegated authority levels. Responsibility for the day-to-day management and leadership of the programme team including oversight of the Programme Management Office to ensure that necessary information, deliverables and assurance against the Mandates and Briefs are executed effectively.
2. Programme Management. Provides effective leadership and framework for management controls. Sets programme controls and 'stop / go' decision points. Designs the programme structure and organisation appropriate to stage. Sets appropriate delivery methodologies. Manages effective transition between programme phases. Manage the programme manager's performance of delegated responsibility and act as escalation point outside of their delegation.
3. Business Case. Responsible for the development of the business case, including appraising options and submitting for approval, ensuring the programme manager receives decisions on time from the SRO and senior stakeholders.
4. Budget. Responsible for the development of the budget and delivery within budget. Understand financial performance against budget, ensuring that any variance against profile is quickly identified and addressed/escalated; this may include informing submissions for annual budgeting cycle rounds.
5. Resources. Responsible for identifying skill requirements at all stages of the programme. Recruitment of resources within budget constraints and effective deployment of resources including: Building the programme team; delegation of roles and responsibilities, developing capability and fostering innovation.
6. Benefits Realisation. Delivers the agreed business cases benefits and outcomes.
7. Stakeholder Management. Ensures stakeholder interests are identified and addressed. Manages stakeholder communications and ensure buy-in. Forms collaborative relationships within key stakeholders both internally and externally. Works collaboratives with the SRO to jointly manage senior stakeholders.
8. Risks and Issues. Provide assurance to the SRO that programme and projects are on track, and risks and issues are escalated where outside of the authority of the Programme Director to resolve;
9. Governance. Ensure that programme level strategies, control and reporting mechanisms are in place and administered via the Programme Management Office effectively. Establishes and manages

quality assurance and change management approaches. Ensure that Programme Management best practice is in place and is consistently adhered to.

10. Assurance. Hold to account delivery partners on a day to day basis and provides all reporting as required by the SRO. Engages with formal assurance reviews and acts on recommendations including Holding To Account sessions (under DMPP and GMPP processes).

11. Change Management. Ensures effective change manage processes are in place to agree and document changes to NSoIT(D)'s scope and deliverables as agreed with the SRO, Programme Board and other stakeholders.

12. Guidance and Support. Provides support, guidance and coaching for the programme team. Promotes effective individual and team performance.

13. Project Planning and Control. Develops and agrees the vision and measurable success criteria with the SRO. Develops and maintains the programme plan and integrates with other inter-dependent programmes. Monitors and controls the programme's progress and performance, and report regularly to the SRO. Ensures appropriate standards, good practices and lessons learned are sought and applied. Ensures the product / transition deliverables are well defined and agreed with stakeholders. Manages programme closure and sign-off.

Essential Competencies:

Must either have been, or currently be, an OF5 of any specialisation

Must have a good understanding of capability management.

Thinking Strategically: Demonstrates an awareness of the wider perspective and landscape of the operating environment to inform decisions and their potential impact.

Decision Making: Makes timely decisions authoritatively and with consideration of priorities and impacts, at various organisational levels.

Communication: Effectively listens to and conveys thoughts, ideas and direction to others through verbal and written communication.

Handling Ambiguity: Able to ascertain key information and working boundaries within ambiguous or ill-defined situations, providing a clear and confident direction on the way forward.

Desirable Competencies:

FMC(A) highly desirable

MPLA/PLP – desirable and possibility for completion whilst in post.

ACSC

MSc - Programmes related Masters degree

Experience in Capability area or single Service RPs.

Must be able to achieve the following Competencies when in Post if not already held:

MSP or Prince2 – prior arrival or within 3 months of arrival

Domestic Considerations: The post is located at ISS Corsham with frequent travel to MOD, JFC Northwood and includes potential for remote working.

[See General Notes](#)

A VACANCY FOR AN OF2 OR OF3 OF ANY SPECIALISATION SERVING AS LDO N OIC IN HELENSBURGH – REF No 1907161

A vacancy has arisen for an OF2 or OF3 of any specialisation to serve as LDO N OIC in Helensburgh on FTRS(HC) Terms and Conditions of Service (TCOS).

To lead and manage the HMNB Clyde Learning and Development Hub (L&D Hub) in order to deliver maximum output through facilitating learning and development within the Area of Responsibility (AOR) and act as Learning and Development Organisation (LDO) lead for the Northern region.

Specific Responsibilities

1. Manage the L&D Hub, to include:

Act as Functional Manager to all L&D Hub personnel . Act as

Line Manager to all relevant military and Civil Service L&D Hub personnel

Manage all L&D Hub facilities and activity to ensure learning

activity is maximised within existing resources, in accordance with the LDO Management Plan.

Implement relevant local policies and L&D policies IAW BR3.
 Produce the L&D Hub Self Assessment Report and Development Plan.
 Coordinate, manage and approve any administrative functions, ensuring timely and accurate returns, including the monthly statistics returns to LDO HQ.
 Conduct internal assurance, including undertaking observations of all staff. Manage and coordinate activity for external assurance processes.
 Act as Examinations Officer.
 Monitor and report on contracts operating within the AOR on behalf of Cdr LDO.
 Deliver a continuous improvement culture within the Region, including chairing regular L&D Hub and Regional meetings.
 Participate in LDO OIC bi-annual meetings in HMNB Portsmouth, CPD (regional and national) and share best practice.
 Act as employing officer for between MA6/MA7 personnel as required.

2. Promote the L&D Hub, to include:
 - Oversee and encourage use of all facilities and services, as detailed in the L&D Hub Charter. To include maximising opportunities to market the L&D Hub and providing support to all units within the area of responsibility.
 - Coordinate advice on and promote all aspects of L&D services, including information on local education, training and development facilities and opportunities.
 - Actively develop and implement L&D opportunities with regional organisations.
 - Liaise with regional employers to facilitate the awareness of employment opportunities for Service leavers.
3. Carry out the role of Learning Development Adviser, iaw the LDA ToRs, to include:
 1. Provide advice and guidance on learning, development, study skills, Functional Skills, SpLDs, CW and training, both to individuals and to Units.
 2. Support Units as requested to develop their Learning and Development Plans.
 3. Act as approving officer for SLC, ELC and Travel Claims.
4. Carry out the role of LDO N Regional lead, to include:
 - Lead POC for all L&D Hubs within AOR for additional support, training or guidance.
 - Liaise with BFL management for personnel updates and recruitment progress where required.
 - Share best practice amongst AOR in order to ensure activities and training opportunities are maximised for the region.
5. Unit and wider engagement, to include:
 - Act as the joint Chair of the Education Workstream for the Strategic Delivery and Development Framework (SDDF) Agreement between the Base and Argyll and Bute Council.
 - RN Representative on the Scottish Service Children Strategy Group.
6. Carry out the role of a Resettlement Officer
 - a. Carry out any other relevant tasks as directed by Cdr LDO and COS LDO.
7. There is a requirement for the post holder to visit HMNB Portsmouth for the bi-annual OIC Meetings and national CPD, and visit 45 Cdo RM in their role as regional lead.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF2 or OF3 of any specialisation (ENG TM preferred).
 Excellent communication/customer service skills.
 Good IT background/aptitude in MS Office suite of applications.
 Ability to handle multiple tasks/projects simultaneously.
 Civilian Management Training (Managing Civilian Staff - An Overview; Introduction to HRMS; Discipline and Restoring Efficiency; Selection Interviewing; H&S For Line Managers; Employment Law for Line Managers; Performance Management for Line Managers).
 ERO Course.

Level 5 Coaching Qualification.
Full driving license.

Desirable

Experience working within a training management environment.
Experience in the delivery of internal assurance.

Period of Service. The appointment is on FTRS(HC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OF3 OF ANY SPECIALISATION SERVING AS DI RES IPA TRG LEAD IN CHICKSANDS – REF No 1571578

A vacancy has arisen for an OF3 of any specialisation to serve as DI Res IPA Trg Lead in Chicksands on FTRS(HC) Terms and Conditions of Service (TCOS).

Unit Role: A world-class defence intelligence, CI and CEMA effects organisation, founded on professionals who are adaptable, trusted, and decisively engaged

Position Role: To lead with development of training for the Investigatory Powers Act (IPA).

Responsibilities:

1. Lead with the development of IPA training across Defence for IPA Sec and Hd DI Res. A high priority legislative requirement.
2. Identify what 'trained' looks like and the currency required for practitioners.
3. Produce staff work and undertake liaison with sS to ensure new IPA specific training is formally integrated into recognised training systems and is enduring and self-sustaining.
4. Establish the need for formal changes to existing training and provide advice to manage its integration on behalf of IPA Sec.
5. Set the requirements for certified IPA practitioners, in accordance with guidance from IPA Sec.
6. Develop and implement mechanisms to record and certify that necessary personnel have received specialist briefings and training. Ultimately provide staff work to develop competencies on JPA.
7. Manage the identification, preparation, and delivery of additional specialised briefing materials for awareness of IPA users and practitioners.
8. Work with sS training leads to ensure that IPA training is compatible with sS and Joint training.
9. Assist IPA Sec with related policy development.

Domestic Considerations: Must be able to travel with work, can be based in any MOD facility.

This role under DI Res IPA Sec is fundamental to the success of Defence understanding and complying with UK legislation under IPA 16.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF3 of any specialisation

Performance Attributes:

Powers of Communication; Produces logical, fluent, convincing and accurate written work, often at very short notice.

Professional Effectiveness; Shows clear understanding of professional environment and can adapt quickly and effectively to new challenges.

Judgement; Can represent commander's view and undertake acceptable risks to achieve objectives and demonstrate sound reasoning.

Management; Plans, organises and designates priorities effectively. Manages change, providing the lead where it involves the four FLCs.

Powers of Communication; Produces logical, fluent, convincing and accurate written work, often at very short notice.

Professional Effectiveness; Shows clear understanding of professional environment and is able to adapt quickly and effectively to new challenges.

ICSC(L) - Briefing notes are staffed to Hd DI Res and Snr Single Service commanders. Form and write policy and strategy.

Desirable

Experience within training development, with training policy and TNA, as well as delivery of training.

Graduate level or equivalent

Experience within the ISR would be beneficial

Experience of Trg/Ops with Cyber, EW (14 Sig Regt (EW), 54 SU, MIXG, A Blk) or SSB in JSSO unit or other staff post.

Experience of training in sS is highly desirable.

Good understanding of context within each sS is preferable

Period of Service. The appointment is on FTRS(HC) TCoS for an initial period up to 12 months, commencing ASAP.

[See General Notes](#)

A VACANCY FOR AN OR9/OF2 OF ANY SPECIALISATION SERVING AS INFORMATION TECHNOLOGY SECURITY OFFICER (ITSO) AND DATA PROTECTION OFFICER (DPO) IN HMS COLLINGWOOD – REF No 1115254

A vacancy has arisen for an OR9/OF2 of any specialisation to serve as ITSO AND DPO in HMS Collingwood on FTRS(HC) Terms and Conditions of Service (TCOS).

PRIMARY PURPOSE

1. To ensure all aspects of IT Security and Information Assurance within HMS Collingwood and the Maritime Warfare School meet the requirements laid down within JSP 440 and other supporting regulatory documentation. The post holder will be required to attend the Defence IT Security Officer Course.
2. To act as the Establishment Data Protection Officer (DPO) for HMS Collingwood and the Maritime Warfare School. The DPO is required to ensure that the organisation meets all legislation as detailed in the Data Protection Act 1998 and subsequent legislation (GDPR). The post holder will be required to attend the Data Protection Officer Course as arranged by the Navy Command Data Protection Officer (CDPO).

SECONDARY PURPOSE

3. To provide sound and informative advice to the Command and system users.
4. To monitor the implementation of hardware and software modifications and enhancements to ensure security is not breached.
5. To liaise with contractors to ensure that maintenance is carried out without endangering security or disrupting training were practicable.
6. To report to the Unit Security Officer (USO) and/or SO2 Cyber and Security any potential infringements, vulnerabilities or security risks.
7. To maintain the Navy Command Asset Register (NCAR), which contains all IT equipment not included under ATLAS DII or the ATLAS legacy contracts.
8. To maintain the Establishment IT Asset Register which lists all items of IT and removable media held by custodians within the organisation.
9. To be the central point of contact for the reception into and the despatch out of the organisation of all IT hardware, software and removable media.
10. To oversee, lead and manage the Department ITSOs (DITSOs) across the Establishment to enable them to effectively represent the ITSO in their role.
11. Review of all Personal Information Assets (PIAs) as required by legislation. PIAs are to be recorded and maintained on the Naval Command Information Asset Register (NCIAR).

12. Maintain a Removable Media Custodian List to ensure individuals can obtain only the appropriate classification of security media required for their roles.
13. To act as the Local Security Officer for both Dii(F) and Dii(S).
14. To qualify and carry out the duty of Officer of the Day (OOD), taking charge of the Establishment as directed by the Command and DCO.

PRINCIPLE TASKS - ITSO

15. Ensure all users understand and adhere to all relevant computer security orders.
16. Ensure all IT systems within the organisation have appropriate accreditation, are authorised for their intended use and are protected by appropriate security documentation. Equipment includes Laptop PCs, Standalone PCs, Bespoke LANs, Digital Cameras, Shredders, Photocopiers and Fax Machines.
17. Manage the Establishment IT Asset Register and associated documentation such as Media Forms R. Ensure that all assets are then recorded on the Navy Command Asset Register (NCAR)
18. Respond to reported IT Security related incidents whether internal or externally reported via MODCERT. Internal IT Security Incidents are to be recorded, managed and reported to Navy WARP or JSyCC via the MOD Incident Reporting Scheme (MSIRS).
19. Ensure the accurate and complete accounting and management of all removable media, in accordance with JSP 440 guidelines. This includes the receipt, despatch and internal distribution of all removable media (not the responsibility of the CB Office).
20. Disseminate computer security information to the DITSOs.
21. Conduct periodic spot checks on individual accounts to encompass 110% throughout the year and to providing information for the monthly spot check teams to fulfil their duties.
22. Ensuring that on behalf of the CO and in liaison with the Security WO, the Establishment has an IT security Education Programme for all who work and train within the Establishment.
23. Produce and maintain the security section of CSOs (Chapter 11) to incorporate IT security Standing Orders.

PRINCIPLE TASKS - DPO

24. Provide assurance to the Commanding Officer (the Information Asset Owner for MWS and HMS COLLINGWOOD) that Data Protection is being managed correctly, highlighting any identified risks without delay.
25. Ensure the establishment is aware of, understands and complies with the responsibilities of Personal Data Protection legislated under the Data Protection Act 1998 (to be superseded by the GDPR in May 2018).
26. Identify and manage Personal Information Assets (PIA) held both in electronic and hard copy form within the organisation.
27. Conduct annual (or 6 monthly where required) reviews of PIAs in order to maintain their accuracy and currency.
28. Maintain the NCIAR in liaison with the CDPO.
29. Respond to and report potential or actual Data Protection breach incidents within the organisation. Data Protection incidents are to be recorded, managed and reported to Navy WARP via the MOD Incident Reporting Scheme (MSIRS).
30. Manage responses to Freedom of Information requests and Subject Access Requests (SAR) within the legislated timeframes.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR9/OF2 of any specialisation

Period of Service: The appointment is on FTRS(HC) TCoS for an initial period up to 3 years.

[See General Notes](#)

VACANCY FOR AN OF6 OR AN OF7 OF ANY SPECIALISATION SERVING AS A MEMBER OF, NAVAL LEGAL SERVICES (NLS), SERVICE COMPLAINTS DECIDING BODIES AND APPEAL BODIES IN NCHQ PORTSMOUTH – REF No 2040745

A vacancy has arisen for an OF6 or an OF7 of any specialisation to serve as a member of the Service Complaints Decisions and Appeals Bodies in NCHQ Portsmouth on Regular Reserve (Reg Res) Terms and Conditions of Service (TCOS) (no more than 30 days in every 12 months).

Section 340C of the Armed Forces (Service Complaint and Financial Assistance) Act 2015 (the 'Act') provides for the Defence Council (DC) to delegate its function in relation to a Service Complaint (SC) to a person or panel (hereinafter called the Decision Body (DB) and Appeal Body (AB)) to decide on a SC that has been found admissible.

Naval Legal Services (NLS) is part of the Navy Command Headquarters (NCHQ), and reports to the Second Sea Lord (2SL) through the Assistant Chief of Naval Staff (Personnel). The function of the NCHQ is to deliver operational success, run Navy business efficiently, and to generate future capabilities in a sustainable form. The NCHQ operates to support the annual Navy Command Plan mission, and the Objectives contained in the Maritime Strategy 2035.

Within this overall context, the purpose of NLS is to provide advice that is accurate, timely, insightful, and focussed on achieving the Command aim.

The four principal objectives for NLS are:

1. To contribute to the success of operations by providing commanders high quality contemporaneous legal advice;
2. To contribute to the sustainment of a sufficient, capable and motivated force by providing:
advice on disciplinary and personnel-related casework;
advice on personnel policy;
oversight of service complaints;
training in international humanitarian law; and,
influence the drafting, and reporting on the impact, of legislation.
3. To contribute to international defence engagement, in particular through close relationships with the USN and with the French Navy, and by delivering international law training in support of a rules-based international order;
4. To contribute to the proper direction, accountability and governance of Defence as a Department of State by:
managing employment and administrative law litigation against the Navy;
providing legal advice on the conduct of Service Inquiries, PQs and other Ministerial business; and,
Considering statutory applications regarding reserves' call-out and financial assistance.

Primary Purpose; To decide Service Complaints at the DB and AB level in accordance with the Armed Forces (Service Complaints and Financial Assistance) Act 2015, JSP 763, JSP 831 and BR3.

All Officers authorised to decide Service Complaints work for the Naval Secretary in the execution of their duties.

Duties of a Decision Body. The role of the DB and AB is outlined at Part 2 Chapter 4 and Chapter 5 to JSP 831. In summary this role includes but is not limited to:

1. Ensuring the timely progression of the complaint
2. Ensuring that a thorough investigation of the complaint takes place and the Complainant and all Respondents are given opportunity to comment on the said investigation;
3. Determine if the complaint is well-founded and if so determine what redress (if any), that is within your authority, would be appropriate, and to grant any such redress;
4. Exploring appropriate informal resolution opportunities (as long as such exploration does not unduly delay the progression of the complaint itself);
5. Ensuring the Complainant and all Respondents are kept informed of progress of the complaint (to also include explaining why any delays or administrative errors have taken place and how you intend to rectify any such issues);
6. When appropriate, debriefing your decisions to the Complainant and all Respondents;
7. Capturing in your formal record of decision whether there are any Organisational Learning issues arising from this complaint;

8. Keeping a detailed record of your actions as the DB and AB.
 - i. Apply the Principles of Fairness laid out in JSP 831 Part 2 Annex G.

Legal and policy references; The following lays down the SC legal framework:

- a. The Armed Forces (Service Complaints and Financial Assistance) Act 2015;
- b. The Armed Forces (Service Complaints) Regulations 2015;
- c. The Armed Forces (Miscellaneous Provisions) Regulations 2015;
- d. The Armed Forces (Service Complaints Ombudsman) Regulations 2015;
- e. The Armed Forces (Transitional and Savings Provisions) Regulations 2015, and;
- f. The Armed Forces (Commencement) Regulations 2015.

Policy guidance is provided at:

- a. JSP 831 – ‘Redress of Individual Grievances: Service Complaints’, and;
- b. JSP 763 – ‘The MOD bullying and harassment complaints procedures’.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF6 or an OF7 of any specialisation

Performance Attributes:

- a. Be principled and fair with an open mind. Must be entrusted in ensuring just and equitable treatment is afforded to all parties involved in the Service Complaint; some of who will be vulnerable.
- b. Understand unconscious bias in order to ensure Service Complaints are decided fairly.
- c. Be able to work collaboratively with an inquisitive, analytical and pragmatic approach to problem solving.
- d. Have good interpersonal skills with the ability to listen and to accurately decide sensitive and complex issues. This includes intelligence overlaid with emotional intelligence with a particular ability to analyse complex issues and the ability to transpose these issues into structured and effective decisions.
- e. Have strong staff skills and the ability and willingness to spend time on accurate and timely staff work.

Period of Service. The appointment is on Reg Res TCoS (no more than 30 days in every 12 months) for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OR9-OF3 OF ANY SPECIALISATION SERVING AS SO3 DES PLANS IN ABBEYWOOD, BRISTOL – REF No 2035055

A vacancy has arisen for an OR9-OF3 of any specialisation to serve as SO3 DES Plans in Abbeywood, Bristol on FTRS(HC) Terms and Conditions of Service (TCOS).

TLB MISSION:

Projecting maritime power to protect and promote our nation’s interests.

DIRECTORATE MISSION:

Deliver high quality and cohesive, resource and financial management and corporate services to enable Navy Command's outputs and uphold accountability to Ministers and Parliament.

BUSINESS AREA MISSION:

Navy Command Resources and Plans (NCRP) is responsible for managing the Navy Command Portfolio, which includes the generation of the Navy Command TLB spending plan, the management of In-Year (IY) resources, performance management, continuous improvement and the generation of the Royal Navy’s Command Plan. These functions are delivered through 4 sections, responsible for:

- RP Portfolio Support Team: Generation of the Navy’s Annual Budget Cycle (ABC) and implementation of the financial plan for the Navy Command Top Level Budget and delegated budget holders.

- Finance: Management of the Royal Navy's In-Year financial expenditure and support to the ABC.
- Strategy: Generation of the Command Plan.
- Performance Management: To support and administer the input, correlation and dissemination of performance information including benefits and risks to meet the information and management needs of Senior Defence Boards and Directorates.

SECTION TASKS:

TASK
As a NCRP outpost within DE&S, provide NC perspective on management of the Annual Budgetary Cycle (ABC).
Ensure DE&S provide NC with comprehensive Initial Look / Formal Change Requests and Option returns, assured at the appropriate level.
Analyse In Year spend to support NC and DE&S IYM.

POST HOLDER'S TASKS/RESPONSIBILITIES:

You are responsible to DE&S CFO(S) RP SO1 for carrying out the following specific tasks drawn from the above table:

Ser No (a)	Tasks and Responsibilities (b)	Estimated % Time (c)
1.	To support DE&S in the coordination of the Maritime Domain In-Year Options and FCR/ILR Change Control Process for the EP.	40%
2.	Provide administrative support to CoM SHIPS, CFO(S) and CFO(S) RP SO1.	20%
3.	Administer and support the 3* Maritime Quarterly Review of Programme Costs (QRPC) and CASP Customer Review (CCR).	10%
4.	To administer and act as Sec to the Navy Command Finance and Performance Delivery Group.	10%
5.	Support CFO(S) in the management of the Annual Budgetary Cycle (ABC).	5%
6.	Analyse DES In-Year Spend against Control Totals to support CFO(S).	5%
7.	Analyse Navy Command and Strategic Programmes In-Year Spend against Control Totals to support Front Line Command financial planning.	5%
8.	To provide financial In-Year Spend data in an appropriate format to support NCRP planning.	5%

The opportunity to work an Alternative Working Patterns (AWP): homeworking, is available.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OR9-OF3 of any specialisation

Professional Competencies Required:

Logistics Charge Recommend

Intermediate Command and Staff Course

Competent use of MS Word, Excel, PowerPoint and SharePoint

Desirable

Training/Qualifications. (If required, training will be provided on arrival in post.)

Managing Benefits (Practitioner)

Portfolio, Programme and Project Office (P3O) (Practitioner)

Period of Service: The appointment is on FTRS(HC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OF3 OF ANY SPECIALISATION SERVING AS SO2 TECH BASE IN JFC NORTHWOOD – REF No 1954239

A vacancy has arisen for an OF3 of any specialisation to serve as SO2 Tech Base in JFC Northwood on FTRS(LC) Terms and Conditions of Service (TCOS).

Unit Role: Cap C4ISR leads capability strategy and planning in order to develop coherent and affordable C4ISR services for Defence.

Position Role: Capability strategy and planning for C4ISR Enterprise ICT capabilities and associated enabling services.

Responsibilities:

1. Act as Sponsor for nominated Defence ICT Enterprise services.
2. Assist SO1 Enterprise Services in the delivery of the Future Defence ICT programme (MODNET EVOLVE).
3. Track defence strategic objectives and industry developments to inform defence capability choices.
4. Engage with all TLBs and stakeholders to inform capability development choices.
5. Prioritise capability savings/enhancements in the Annual Budget Cycle. Draft Options to propose Defence choices.
6. Develop requirements assessments to support Joint Requirements and Oversight Cttee assessments.
7. Review and deliver business cases and submissions to support Cap C4ISR approvals through the MOD Centre 3* Investment Appraisals Cttee and the 2* JFC Investment Appraisals Board.
8. Draft Programme Mandates to bound the freedoms and constraints of programme delivery.
9. Act as Deputy for SO1 Enterprise and Dep Hd.

Role is located at JFC Northwood. Incumbent must be able to travel to meetings outside London area (usually south/southwest England).

This is a planning and development post that will draw on incumbent's prior experiences, in combination with the above attributes, to effect long term change to Defence ICT provision.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, an OF3 of any specialisation
Previous operational experience essential

Desirable

FinMilCap Practitioner; Managing Successful Programmes (these can be conducted when in post)
CSC
Previous Staff Work experience beneficial
Previous Tech IS experience is beneficial

Period of Service: The appointment is on FTRS(LC) TCoS for an initial period up to 2 years, commencing 1 Dec 17.

[See General Notes](#)

WARFARE

Post Title: Type 45 Refit Support Group Senior Naval Officer (SNO)	PID Number: 2040540
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Rank / Rate: OF3	Specialisation: Warfare
Location: HMNB Portsmouth	Commitment Level: FTRS HC
Preferred Start Date: 1 Jan 2019	End Date / Length of Commitment: 3 years

Brief Introduction / Unit Role:

The Type 45 Refit Support Group (T45 RSG) forms a Group within PORFLOT under Captain Engineering's (Capt E's) Division, headed by Commander Engineering Delivery Group (Cdr EDG). The T45 RSG is responsible for the delivery of RN engineering at the waterfront for T45s in upkeep in Portsmouth. The T45 RSG consists of 60 personnel and was formed following NCHQ direction in 2015 to take the place of the S-role during an upkeep period to deliver the garage refit concept. The T45 RSG exist to conduct Ship's Staff Cat A maintenance, defect repair, keep alive and Setting To Work / Trials whilst the Ship is in Upkeep. In addition, the T45 RSG facilitates planning for T45s generating from and going into Upkeep within Portsmouth Flotilla.

The Post holder will be accountable to Cdr Engineering Delivery Group for their Primary Purpose;

Lead on the Royal Navy element of generation from upkeep in both planning and execution in accordance with BRd 9274 acting as Senior Naval Officer for the Type 45 in Upkeep until the generating's Ship's Executive Officer/Commanding Officer joins the unit. The SNO is directly accountable to Cdr EDG and is to conduct all XO/SNO type functionality across the T45 RSG (HS&E, Discipline, SARC and Level 1 Assurance). The SNO should coordinate and deliver T45 RSG support to assist in the delivery of T45 Upkeep Project key milestones including Upkeep Period Start Date (UPSD), Ship Staff Move On Board (SSMOB), Ready For Sea Date (RFSD), Contract Acceptance Date (CAD) and Fleet Date (FD).

Secondary Purposes:

Continuity of Ship's name ethos, liaison with affiliates and all SNO related activities for Type 45s in Upkeep.

Tasks:

Senior Naval Officer (SNO) to lead the refit support group providing the executive functions acting as the SNO and OIC at the Portsmouth waterfront.

To hold professional command as senior naval officer for ships in upkeep as directed by Cdr EDG, overseeing the upkeep for NCHQ.

To hold residual charge for delivered tasks on upkeep ships and hold full charge for any long readiness ships under PORFLOT EDG care & protection.

To work collaboratively with all upkeep stakeholders (DE&S, IP, SS, NCHQ, WB) judging when a more transactional approach is required.

To be responsible for the delivery of RSG work package for the unmanned ships in the upkeep keeping the IP and DE&S informed of progress.

Assist DE&S to hold to account coms and the waterfront service provider for the delivery of upkeep projects to time and budget.

Provide feedback to Capt E, Cdr EDG, NC & FGA on the progress of upkeep projects.

Support and deputise for Cdr EDG to provide the environment for all staff to engage in activities that develop individual & team skills & naval ethos.

Essential Competencies:

Must either have been, or currently be, of the Warfare specialisation

Desirable Competencies:

Attendance of suitable modules of CO/XO Desig course desirable but not essential. Previous Upkeep type experience would be beneficial but is by no means essential or prohibitive in being able to deliver in this important role.

Must be able to achieve the following Competencies when in Post if not already held:

Post Title: ASW SO2	PID Number: 1901295
Rank/Rate: OF2-OF3	Specialisation: WARFARE
Unit/Location: SHIPS DIVISION, PORTSMOUTH (LEACH BUILDING)	Commitment Level: FTRS HC
Preferred Start Date: ASAP	End Date/Length of Commitment: 12 MONTHS

Brief Introduction / Unit Role:

Navy Ships ASW SO2 is part of the Capability Grouping and is the desk officer within the SHIPS Capability Delivery Team (CDT) responsible for the delivery and maintenance of the RN's In-Service ASW capabilities for surface platforms. The incumbent is also the NCHQ lead for the delivery of Naval ASW policy.

The Post holder will be accountable to MARCAP ASW for their Primary Purpose;

NAVY SHIPS SO2 ASW shall manage the development and execution of Fleet-wide operational ASW policy, capability delivery and in-service management, and provide the focus within NCHQ for ASW operations. The incumbent will act as the focal point for the management and maintenance of ASW practices including the allocation of practice ammunition to maintain Surface Fleet OC. The incumbent is to provide desk-level direction and guidance to DE&S to assist with the delivery of programmes, projects and equipment.

Secondary Purposes:

- a. To deliver new ASW capability into the Fleet as directed by DACOS SHIPS.
- b. To deliver the User elements of the Through Life Capability Management process for future ASW programmes and projects, supporting FINMILCAP's capability programme planning and development, in advance of taking capability delivery responsibility at Main Gate.
- c. To monitor Fleet ASW operational capability and coordinate action(s) with all required authorities to rectify shortcomings.
- d. To contribute to CDT Force and Doctrine development.
- e. Establish effective liaison across the DLODS to ensure the safe and effective management of current and future ASW capabilities.
- f. Provide SME in ASW capabilities or requirements to the New Build projects (inc QEC, T26, T31 programmes).
- g. To act as 1RO to NAVY SHIPS-ASW WO1.
- h. Be the lead officer for BRd 4023 and contribute to other ASW and Naval Training publications where necessary.
- i. Brief and update PWO and ASWWO courses.

Tasks:

- a. Sponsor, deliver and manage a coherent, balanced and sustainable Fleet ASW capability through the relevant CDT divisions. This will include:
 - (1) S2087
 - (2) S2050 / S2150
 - (3) S2091
 - (4) S2117
 - (5) Manage and attend Multi-Disciplinary Teams (MDTs) and Capability Insertion Working Groups (CIWG) applicable to functional areas
 - (6) Monitor ASW training and practices
- b. Provide the focus for NCHQ sponsorship, coordination and exploitation of ASW focused research, capability reviews and investigations, trials and tactical development.
- c. Monitor the Defence Lessons Identified Management System (DLIMS) and act to address lessons within his remit.
- d. Monitor current capability risk within his remit and develop mitigation plans.

- e. Provide Policy, Capability and Training advice associated with all ASW weapons as required.
- f. Undertake additional tasking as directed by DACOS, MARCAP ASW and or SHIP's COS.

Essential Competencies:

Must either have been, or currently be, an OF2-OF3 of Warfare specialisation (ICSC(M)
Civilian Driving Licence

Desirable Competencies:

PWO(U)
ASW Experience
TLCM-P
Protecting Information Level 2
Risk Management (Introduction)
Risk Management - Principles
Risk Management -Advanced
MOD Portfolio Methodology Brief
Programme Management Awareness On-Line Training
PRINCE 2
APMP
MSP

Must be able to achieve the following Competencies when in Post if not already held:

Protecting Information Level 1

[See General Notes](#)

A VACANCY FOR AN OF2 OR OF3 OF WARFARE MW SPECIALISATION SERVING AS MWBS WHITE BWC STBD WATCH IN UKMARBATSTAFF - COMUKMARFOR, PORTSMOUTH – REF No 1984167

A vacancy has arisen for an OF2 or OF3 of Warfare MW specialisation to serve as MWBS WHITE BWC STBD WATCH in UKMARBATSTAFF - COMUKMARFOR, Portsmouth on FTRS(FC) Terms and Conditions of Service (TCOS).

The Post Holder's Tasks will include:

- Direct the activities of the watch to ensure an accurate picture of MCM Operations is maintained at all times.
- Be a Divisional Officer and 1RO.
- Take immediate action as required by any emergency or scenario iaw the Cdr's delegations.
- Ensure all classified documents and crypto are mustered and be responsible for their security.
- Prepare and collate all outputs as detailed by N3/5 and ensure CSS Traffic and the RMP is monitored on a regular basis in the absence of the N6 staff.
- Using appropriate planning and evaluation tools (e.g. MCM EXPERT), assess the rate of MCM progress by assigned FEs from MCM reporting signals.
- Monitor all inputs to MTSS, consulting N3 ORM when necessary.
- Conduct secondary duties and assist N3/5 in planning, evaluation and reporting.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF2 or OF3 of Warfare MW specialisation

Period of Service. The appointment is on FTRS(FC) TCoS for an initial period up to 2 years.

[See General Notes](#)

Post Title: ICTO AWW	PID Number: 1118894
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Rank/Rate: OF2-OF3	Specialisation: PWO(A)
Unit/Location: MWS COLLINGWOOD, FAREHAM	Commitment Level: FTRS LC
Preferred Start Date: JAN 19	End Date/Length of Commitment: 3 YEARS

Brief Introduction:

International & Commonwealth Training Officer Above Water Warfare (ICTOAWW) is member of the International & Commonwealth Training Unit in the Warfare Support Training Group (WSTG) of the Maritime Warfare School (MWS).

The Post holder will be accountable to OiC ICTU for their Primary Purpose;

- a. Course Manager and Lead Instructor for all IPWO Courses.
- b. Course Manager for all IEWM Courses.

Secondary Purposes:

- a. As principal subject matter expert, advise on the Core Warfare Training of IDT students.
- b. Support dedicated IDT AWW, C2, Maritime Estimate and general PWO training.
- c. Support the broader MWS training output, including assessing RN and IDT students in simulators and at sea.
- d. Plan, supervise and conduct IPWO Sea Training.
- e. Conducting training overseas in support of the SCAP as directed by OiC ICTU.
- f. Liaise with the MWS Advanced Warfare Training Unit to ensure current warfare procedures are adhered to.
- g. Undertake establishment duties as Duty Commanding Officer.

Tasks:

- a. As principal subject matter expert, advising on Core Warfare Training for IDT students within MWS and abroad.
- b. Ensuring that the standards set for IPWO training by IDT(RN) are met and that the training remains relevant and current. In fulfilment of this, providing subject matter expert input to the Babcock Training Design Staff for the maintenance of the IPWO(A) and IPWO(B) Course DSAT documentation.
- c. Ensuring that the standards set for IEWM training by IDT(RN) are met and that the training remains relevant and current. Ensuring that EW subject matter experts liaise with the Babcock Training Design Staff for the maintenance of the IEWM Course DSAT documentation.
- d. Providing subject matter expert input to the Babcock Training Design Staff for the maintenance of the AWW, C2, Maritime Estimate and general PWO content of dedicate IDT warfare courses as required in accordance with DSAT.
- e. Reviewing and maintaining ICTU Simulator Exercise Scenario booklet and Tactical Procedures.
- f. Classroom, sea and simulator instructional duties as scheduled including acting as Staff Captain.
- g. Assessing RN PWO and IPWO students in simulators and at sea and draft performance reports.
- h. Assess the performance of international students iaw JSP 510 and draft appropriate reports.
- i. As Course Manager, ensuring that all officers and ratings under training are informed of their progress and/or shortcomings. Where progress or conduct is unsatisfactory, this is to be specified sufficiently in advance of a formal report to allow remedial action by the individual.
- j. Be prepared to act as a 1RO and Divisional Officer if required by OiC ICTU.
- k. Promoting security and health and safety awareness amongst courses to ensure that all regulations pertaining are enforced.
- l. Provide input for staff papers and other correspondence as required by OiC ICTU.

Essential Competencies:

Must either have been, or currently be, an OF3-OF4 of PWO(A) specialisation

At least 18 months DD/FF experience in the PWO role

Defence Watch PWO

Management - Divisional Officer (RNLA 106)

Officers (General) - Intermediate Command and Staff Course (Maritime)

Instructional – DCTS DTTTv2 Course qualification.

LOGISTICS

Post Title: PROGRAMME MOLLITIAM TECH INFO	PID Number: 2058385
Rank / Rate: OF3	Specialisation: LOGS
Location: ACOS ES, PORTSMOUTH, LEACH BUILDING	Commitment Level: FTRS LC
Preferred Start Date: ASAP	End Date / Length of Commitment: 31 MAR 20

Brief Introduction / Unit Role:

Programme MOLLITIAM (Latin: Resilience) initiated as a response to the growing realisation that years of 'hollowed out' Support provision has led to outcomes that are now constraining the Royal Navy's ability to achieve its commitments, meet its safety obligations and retain its people.

It will create a future where the delivery of the operational programme is assured by resilient and safe platforms whose personnel, and those supporting them, are sustained by embedded Integrated Logistic Support and innovation across all equipment, system and platform life cycles.

The Tech Info OF2/3 will be embedded within Programme Mollitiam, working to the Programme Manager and with the Maritime Support Information Exploitation (MarSIX) OF lead in ensuring delivery of discrete MarSIX Projects and consistency of P3M practices and Portfolio performance across the NCHQ.

The Post holder will be accountable to the Programme Manager for their Primary Purpose; The primary purpose of Technical Information (Tech Info) OF is to support Programme Mollitiam, in support of ACOS Future Support and Engineering (FS&E) objectives, as directed by the Mollitiam Programme Manager.

Secondary Purposes:

To assist Future Support and Engineering requirements in the areas of Information and Knowledge Management (IKM) and Information Exploitation (IX). This includes support to endorsed and prioritised MarSIX work-streams; ensuring that activities remain coordinated and with a strong provenance in Engineering policy.

The tasks required to meet the Primary and Secondary purposes are:

- a. To establish policy and direct opportunities to exploit Information and Knowledge Management and IX to improve platform Support and Engineering for new and legacy platforms.
- b. Support the delivery of Programme Mollitiam and discrete MarSIX Projects, along the lines of a P3M methodology, following the Programme Plan endorsed by the Mollitiam Programme Manager;
- c. Lead and manage the Technical Information aspects of Programme Mollitiam and MarSIX Projects;
- d. Provide Customer input at Support Application change requirements meetings and management of change;
- e. Provide the RN contribution on IKM and IX for FS&E transformation initiatives, including Support application and tools, for provision of improved/streamlined access to engineering information and feedback to supporting/assuring authorities.
- f. Liaise with NAVY LOG IS to ensure that opportunities/requirements for information exchange between engineering and logistics applications (MJDI, JAMES, FLIS programme) are captured.
- g. Act as directed by DACOS FS&E for Support Solutions development and innovation across Maritime Engineering and align support delivery with key policy and doctrine change.
- h. Act as Secretary and coordinating desk officer for the Support Information, IX and Innovation Project Board.

Essential Competencies:

Must either have been, or currently be, an OF3 of LOGS specialisation

A team player.

A strategic thinker unconstrained by institutionalised practice.

Experienced in Project or Programme management, ideally in the areas of Information Capability development.

A good communicator, both written and orally.

The following Table indicates the Skills/Competences and Standard required by this post:

TASKS	SKILLS/COMPETENCES	STANDARD REQUIRED		
		<u>ADV</u>	<u>INT</u>	<u>BASIC</u>
ALL	MODNet		X	
	OneDrive		X	
	MS WORD		X	
	MS EXCEL		X	
	MS POWER POINT		X	
	MS PROJECT			X
	MS OUTLOOK/Calendar		X	
	P3M			X
	Information Assurance		X	
MOD Practices			X	

[See General Notes](#)

Post Title: PROGRAMME MOLLITIAM INNOVATION	PID Number: 2058388
Rank / Rate: OF4	Specialisation: LOGS
Location: ACOS ES, PORTSMOUTH LEACH BUILDING	Commitment Level: FTRS LC
Preferred Start Date: ASAP	End Date / Length of Commitment: 31 MAR 20

Brief Introduction / Unit Role:

Programme MOLLITIAM (Latin: Resilience) initiated as a response to the growing realisation that years of ‘hollowed out’ Support provision has led to outcomes that are now constraining the Royal Navy’s ability to achieve its commitments, meet its safety obligations and retain its people.

It will create a future where the delivery of the operational programme is assured by resilient and safe platforms whose personnel, and those supporting them, are sustained by embedded Integrated Logistic Support and innovation across all equipment, system and platform life cycles.

The Innovation and ILS OF2/3 will be embedded within Programme Mollitiam, working to the Programme Manager and with the Maritime Support Information Exploitation (MarSIX) OF lead in ensuring delivery of discrete MarSIX Projects and consistency of P3M practices and Portfolio performance across the NCHQ.

The Post holder will be accountable to the Programme Manager for their Primary Purpose; The primary purpose of Innovation and Integrated Logistic Support (IILS) OF is to support Programme Mollitiam as directed by the Mollitiam Programme Manager.

Secondary Purposes:

The secondary purpose of IILS OF is to lead Future Support and Engineering requirements in the areas of Support Innovation development and exploitation and the promotion of Integrated Logistics Support (ILS) rigour across the Support ecosystem. This includes developing and implementing endorsed and prioritised work-streams consistent with Engineering and Support policy.

The tasks required to meet the Primary and Secondary purposes are:

- a. Through engagement and horizon scanning, establish opportunities to develop and exploit Support Innovation strategies to benefit new and legacy platforms;
- b. Lead and manage the ILS aspects of Programme Mollitiam;
- c. Support the delivery of Programme Mollitiam and discrete ILS Projects following the Programme Plan endorsed by the Mollitiam Programme Manager;
- d. Provide an intelligent customer function for potentially innovative Support practices and applications.
- e. Provide the RN contribution on ILS policy and implementation to supporting/assuring authorities.
- f. Liaise with NAVY LOG IS to ensure that innovation opportunities for Support that have data requirements are captured.
- g. Act as directed by DACOS FS&E for Support Solutions development and innovation across Maritime Engineering and align support delivery with key policy and doctrine change.
- h. Act as Secretary and coordinating desk officer for the Support Information, IX and Innovation Project Board.

Essential Competencies:

Must either have been, or currently be, an OF4 of LOGS specialisation

A team player.

A strategic thinker unconstrained by institutionalised practice.

Experienced in Project or Programme management, ideally in the areas of Information Capability development.

A good communicator, both written and orally.

Skills/Competences and Standard required by this post:

TASKS	SKILLS/COMPETENCES	STANDARD REQUIRED		
		<u>ADV</u>	<u>INT</u>	<u>BASIC</u>
ALL	MODNet		X	
	OneDrive		X	
	MS WORD		X	
	MS EXCEL		X	
	MS POWER POINT		X	
	MS PROJECT			X
	MS OUTLOOK/Calendar		X	
	P3M			X
	Information Assurance		X	
	MOD Practices			X

[See General Notes](#)

A VACANCY FOR AN OF3 OF LOGISTICS SPECIALISATION SERVING AS SO2A CARRIER ENABLED POWER PROJECTION (SO2 CEPP) IN MOD ABBEY WOOD – REF No 1885181

A vacancy has arisen for an OF3 of Logistics specialisation to serve as SO2 CEPP in MOD Abbey Wood on FTRS(FC) Terms and Conditions of Service (TCOS).

Job Purpose - ACDS (Log Ops) is responsible for the strategic direction and coherence of Defence Logistics including: the identification of requirements, the assessment of performance, gaps and risks and, the strategic planning and oversight of logistic support to operations and Defence Policy.

SO2 CEPP supports logistic-focussed work to cohere and assure of CEPP Logistic support solutions through the CEPP Programme Logistic DLOD, including maintaining a CEPP logistics coherence process and, where spare capacity exists, supporting Joint Logistics Strategic Force Development (SFD) activity.

Accountable to AH Cap JLE for Primary Duties/Responsibilities:

- Support SO1 CEPP in his role as the lead for delivering the Logistic DLOD Owner function, as directed in the associated Logs Sub-Mandate, of the Carrier Enabled Power Projection Programme.
- Assist in the delivery of Strategic Force Development (SFD) for Defence Logistics throughout the SFD cycle.

- Support initiatives to conduct Conceptual Force Development of Joint Logistics capabilities, including CEPP, through the Logistic Development Agenda.
- Contribute to and influence the development of CEPP doctrine.
- Support the development and exploitation of relationships with key CEPP POCs (incl FMC CEPP, FLCs and TLBs).
- Be prepared to assist and support associated CEPP activity conducted under the direction of Hd Def Log Ops and Plans.
- Provide secretarial support to the CEPP OF5 Sustainment Coherence Integration Working Group (SCIWG) chaired by Cap JLE AH, including supporting the development of inputs for CSCP, EPB and AFC mtgs as required.
- Support AH Cap JLE in his role as the Chairman of the Sustainability Capability Integration Working Group (SCIWG) and as a member of the OF5/1Star CEPP Working Group, ensuring that CEPP logistic risks and dashboard are kept up-to-date.

Secondary responsibilities:

- Deputise for SO1 CEPP as required in promoting the efficiency and coherence of CEPP logistic support, and influence priorities of associated pan-Defence sponsored Conceptual force Development activities.
- Deputise for SO1 CEPP as required in ensuring that ACDS (Log Ops)' input and support is provided to wider CEPP activities.
- Contribute to CEPP logistics conceptual studies, investigations and doctrine development as required.
- Contribute to the staffing of Single service conceptual and doctrine pieces to ensure the UK/Joint logistics view is appropriately represented.
- Provide input to briefings as required.

In order to be agile in the way it uses the skills and knowledge of its people, ACDS (Log Ops) operates within a Flexible Resourcing environment. Therefore, individuals may be expected to undertake tasks in support of other teams from across the organisation.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF3 of Logistics specialisation

Pre-joining Essential: FinMilCap (Foundation)

Competences:

1. Professional Effectiveness
2. Effective Intelligence
3. Judgment
4. Management
5. Initiative
6. Powers of Communication
7. Experience of working in Joint Logistics.

Desirable

Pre-joining Desirable: FinMilCap (Advanced)

Experience of working in or with MOD.

DLSC

Period of Service. The appointment is on FTRS(FC) TCoS for an initial period up to 12 months.

[See General Notes](#)

A VACANCY FOR AN OF3 OF LOGS (ANY) OR EGS/ESM (ANY) SPECIALISATION SERVING AS SO2 FMSS DEPUTY REQUIREMENTS MANAGER IN BRISTOL, ABBEY WOOD – REF No 2036847

A vacancy has arisen for an OF3 of Logs (any) or EGS/ESM (any) specialisation to serve as SO2 FMSS Deputy Requirements Manager in Bristol, Abbey Wood on FTRS(LC) Terms and Conditions of Service (TCOS).

ACOS (Engineering Support) is responsible for supporting NCHQ's Capability Delivery Teams across the Develop, Deliver, Generate and Operate functions by providing the engineering support aspects of the N4 function across NBs, ship classes and submarines.

The Future Maritime Support Strategy (FMSS) Programme team are developing the successor arrangements for the Maritime Support Delivery Framework (MSDF), the current overarching management framework for the dockyards; the current contracts are due to expire by 2020. To define the requirements for waterfront support after 2020, FMSS has been launched as a joint enterprise between DE&S and NCHQ. Currently at the concept stage, FMSS will assess the impact of new platforms (T45, QEC, T26, Astute, Successor), assess the implications of other support programmes on solution design (for example Common Support Model), and identify opportunities for coherence with other support programmes such as Commercially Supported Shipping.

Primary Responsibilities:

As Deputy Requirements Manager to the FMSS programme, support the FMSS NC B2 RM at all their duties across the entire FMSS programme scope and working alongside the DE&S FMSS programme team, with responsibility for:

- a. FMSS RM team lead for programme Level 0 development, maintenance and endorsement of customer User Requirement Document, including Measures of Effectiveness/Performance
- b. FMSS RM team lead for programme Level 0 development, maintenance, endorsement and delivery of FMSS Requirements and Acceptance Management Plan (RAMP) and Integrated Test, Evaluation and Acceptance Plan (ITEAP)
- c. FMSS RM team lead for management of programme Level 1 user requirements and acceptance for:
 - logistics, warehousing and freight distribution, and managing customer requirements relationship engagement between NCHQ Logs Div and LDOC
 - surface ships engineering and waterfront infrastructure capability management, and managing customer requirements engagement between NCHQ Ships Div and DE&S WSpt
 - submarines engineering and waterfront infrastructure capability management, and managing customer requirements engagement between NCHQ SM Div and SDA ISSM
 - programme planning and delivery of supplier contracts transition from existing partners through to Full Operating Capability
 - programme planning and delivery of programme integration activities for planning, delivery and performance management of customer operational outputs
- d. Support the NC B2 FMSS Requirements Manager in establishing the approach to identifying, capturing and scheduling the programme benefits, preparing and managing the programme benefits map in accordance with best practice and the programme mandate
- e. Support the NC B2 FMSS Requirements Manager and programme team with stakeholder community engagement across NC, HM Naval Bases, DE&S and industry
- f. Liaise, at the appropriate level, with all authorities associated with the achievement of the job purpose, advising NC B2 FMSS Requirements Manager of any emerging contentious issues which may directly affect output; performance; policy, contractual matters or financial commitment.

Secondary Responsibilities

The secondary responsibilities of the SO2 FMSS Deputy Requirements Manager role are to assist the NC B2 FMSS Requirements Manager with the following:

- a. Managing the portfolio of FMSS programme initiatives across NC, the DE&S (including Ships and Submarines) and Industry
- b. The establishment and management of industry facing initiatives, communicating progress, risks, issues and benefits from the programme.
- c. Identifying, establishing and managing the resources required in delivering the FMSS programme.
- d. Identifying where industry can provide additional benefit across the FMSS programme
- e. Attendance at FMSS Programme Board meetings in Abbey Wood, HM Naval Bases, NCHQ and Division meetings in Portsmouth.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF3 of Logs (any) or EGS/ESM (any)
Experience of successful Defence Project and Programme management preferably within PRINCE 2, APMP and MSP Practitioner disciplines

The post holder requires the following specific competencies, to be achieved within two months of appointment and maintained while in post:

Competence	Skill Level
MODNET	Intermediate
MS Application: Word	Intermediate
MS Application: Excel	Intermediate
MS Application: Power Point	Intermediate
MS Outlook	Intermediate
Equality and Diversity	Basic
Managing Successful Programmes	Practitioner
Defence Requirements and Acceptance Principles	Trained

Period of Service. The appointment is on FTRS(LC) TCoS for an initial period up to 31 Mar 20.

[See General Notes](#)

ROYAL MARINES

NIL

[See General Notes](#)

FLEET AIR ARM

Post Title: MTF QHI10	PID Number: 1103744
Rank / Rate: OF2	Specialisation: FAA P HELO
Location: 824 SQN, RNAS CULDROSE, HELSTON	Commitment Level: FTRS LC
Preferred Start Date: 1 APR 19	End Date / Length of Commitment: 31 MAR 21

The Post holder will be accountable to Officer in Charge Merlin Training Facility (OIC MTF) 824 NAS for their Primary Purpose; To carry out the duties of a Qualified Helicopter Instructor (QHI) and Instructor Control Console (ICC) operator within 824 NAS MTF.

QHI 10 within 824 NAS MTF is authorised to:

- Conduct Simulator operations and Ground Training as a QHI to meet the requirements of the Merlin Training System.
- Conduct Flying Operations and Ground Training to maintain currency iaw the MHF Training Directive.

PrincipleTasks:

- Maintain own currency iaw the Training Directive.
- Maintain QHI standardisation and skill levels.

Secondary Tasks:

- Carry out Secondary Duties as ordered by the CO.
- To identify and inform the CO of any training required to meet the necessary tasks and improve performance.
- Carry out Station Duties as directed by Cu Air/Executive department.

[See General Notes](#)

Post Title: SO2 TRG SAFETY AIR HQ DIO OPS TRG	PID Number: 1994374
Rank / Rate: OF3	Specialisation: FAA ATC
Location: DIO SDT WARMINSTER	Commitment Level: FTRS LC
Preferred Start Date: ASAP	End Date / Length of Commitment: 3 YEARS

Unit Role:

DIO OR&DTE provides direct training support across the UK and overseas estate to Joint Forces Command, Permanent Joint Headquarters, the Front-Line Commands, Director Special Forces, Cadets and Other Government Departments to enable users to deploy on current operations meet readiness standards and prepare for contingent operations. DIO OR&DTE is responsible for the provision of a Training Estate that is of the right size and standard against the endorsed need, fit for purpose, safe, well managed, sustainable and sensitive to social and environmental considerations.

Primary Purpose; SO2 Air Safety - In accordance with UK Military Aviation Authority (MAA) and Civil Aviation Authority (CAA) Regulations, develop and maintain a safe and efficient airspace management regime across DIO OR&DTE

Responsibilities:

1. Provide Aviation Support to Staff Officers in HQ DIO OR&DTE and act as the DIO OR&DTE Air focal point for all Air matters concerning the regions.
2. Through liaison with the MAA and CAA, contribute to the development and maintenance of an airspace management regime for the training estate to enable safe employment of all air and unmanned aerial systems in accordance with UK regulations.
3. To provide direction and guidance regarding the use of Remotely Piloted Air Systems (RPAS) on the Training Estate in both the UK and training areas abroad.
4. To maintain currency of the DIO OR&DTE Air Safety Management Plan.
5. To maintain an Aviation Hazard Register covering all relevant sites.
6. Ensure established procedures are provided and staffed to ensure safe place exists on all DIO Training Estate in relation to the de-confliction and use of air assets in the Joint Fires Environment.
7. To provide advice to training and mission specific training to enable force elements to prepare for operations.
8. Input into Air Safety policy including Range Orders for AWRs and other relevant training areas in accordance with JSP 403 Vol 3 part 1 and Army Pamphlets 21 and 300.
9. To act as Occurrence Manager and Investigating Officer for all air incidents within DIO Air Danger Areas.
10. Maintain a close liaison and working relationship with all aviation elements of the RN / AAC / RAF Ops and Training.

Competencies:

Must either have been, or currently be, an OF3 of FAA ATC specialisation
 Aircrew/Air Ops Spt (Control or Systems) Qualification. Understanding of airspace design. Ability to interpret aviation policy and regulations
 DHASC & Flight Safety Course
 Human Factors & Error Management Course
 Energetic disposition; Intellectual agility to maintain operational and training currency on multiple issues and physical energy to maintain contact with all stakeholders.
 Leadership; Requires excellent communication and leadership skills in all his dealings. Must be able to balance conflicting priorities, negotiate and persuade
 Professional effectiveness; To have credibility with our military customers, the applicant must have experience of an operational environment and show a clear understanding of profession.
 Diplomacy Relationship building with the customer, service provider and external stakeholders of the training estate
 This appointment would suit an individual who has a good knowledge and experience of aviation training requirements. Involvement in Air Safety issues will be a key part of the role

[See General Notes](#)

A VACANCY FOR AN OR9 OR OF2 OF AVIATION ENGINEERING SPECIALISATION SERVING AS ROYAL NAVY RELEASE TO SERVICE MANAGER 2 IN RNAS YEOVILTON – REF No 2002825

A vacancy has arisen for an OR9 or OF2 of Aviation Engineering specialisation to serve as RN Release to Service Manager (RTSM) 2 in RNAS Yeovilton on FTRS(LC) Terms and Conditions of Service (TCOS).

RTSM 2 is part of the RN RTSA, which is responsible for the delivery of Naval Aviation platform RTS, Ship/Air System Ship Air Release (SA-R) and afloat ATM equipment clearances.

On behalf of ACNS (PoI), and under the direction of the DRTSA, the RN RTSA staff act as SMEs for specific platform types and represent the SOH in assuring and ensuring the air safety of all Naval Aviation platforms.

Accountable to the RTS S01 the post holder's Primary Purpose is to act as lead liaison with all Project Teams and Duty Holder organisations, whilst providing focus, leadership and effective management of the RN RTSA activities of the applicable RTS Desk Officer, ensuring rigorous and coherent Safety Assessments are available to facilitate the capabilities required by Front-Line Commands.

Secondary Purposes:

- a. For the RN, Wildcat HMA, Mk2, Scan Eagle Mk1A/B and the Dauphin N2 HU Mk1:
 - (1) Review all current and future RTS requirements.
 - (2) Act as the Manager for all aircraft trials requiring a RTS clearance.
 - (3) Attend safety and airworthiness meetings as a representative of the RN DRTSA.
- b. For Air Traffic Management (ATM) equipment:
 - (1) Review all current and future Release into Service Process (RiSP) requirements.
 - (2) Act as the Manager for all ATM equipment trials requiring a RiSP clearance.
 - (3) Attend safety and airworthiness meetings that influence a RiSP clearance as a representative of the RN DRTSA.
- c. Contribute to the tri-service RTSA Working Group.
- d. Act as the Line Manager to RTS Desk Officer 2.
- e. Act as supervisor to personnel who are assessed as Supervised Practitioners under ACF procedures.
- f. Deputise for RTSM 1, 3 and SA-R in their absence and fulfil their TORs.
- g. Manage RN RTSA Standing Orders.
- h. Act as the co-ordinator for all visits to the RN RTSA.
- i. Manage the RTSA Outstanding Actions Log, on behalf of RN RTSA S01.
- j. Attend meetings as detailed in RTSA Standing Orders, Part 1, Chapter 4, Annex A.
- k. Deputise for RTS S01 in his absence and when specifically authorised.

TASKS

Timely planning of activities to ensure that platform RTS requirements are captured understood and resourced to meet programme schedules.

To ensure RTS clearances are tolerable and ALARP and authorised IAW RA 1360.

Timely and effective delivery of RTS clearances to meet OC requirements IAW RN RTSA Standing Orders.

Manage the activity of the applicable platform RTS Desk Officer on a daily basis.

Provide advice and guidance to the relevant aviation community on RTS matters for the aircraft stated in Para 3.a.

Carry out visits within the NAC and the wider aviation community as required in pursuit of primary and secondary purposes.

As required, update the RN RTSA website.

Undertake regular and periodic updating of the RN RTSA Task Database, to ensure that it reflects the current status of all RN RTSA tasks, as detailed in Order 5.22.

Applicants should meet the following criteria:

Essential

Must either have been, or currently be, OR9 to OF2 of Aviation Engineering specialisation

RTSM 2 requires the following specific competencies which can be gained through bespoke training or from experience:

Airworthiness of Military Aviation Environment - AMAC
Full understanding of Safety System Management - SEMT /ASMT
Flight Safety Awareness - Air 302 MFSC
Structural Integrity Awareness - MAAASIC
MOSS Web Publishing - Core Publisher
HF Training - Biennial Facilitation
CAA Initial Airworthiness Course - DAT Training
CAA Airworthiness Continuation Course - DAT Training

Period of Service: The appointment is on FTRS(LC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OF2 OF FIXED WING PILOT SPECIALISATION SERVING AS A HAWK PILOT IN 736 NAVAL AIR SQUADRON (NAS) – REF No 1814786

A vacancy has arisen for an OF2 of Fixed Wing Pilot specialisation to serve as a Hawk Pilot in 736 NAS on FTRS(FC) Terms and Conditions of Service (TCOS).

1. Purposes
 - a. Primary Purpose. Carry out the flying duties of a Maritime Adversary pilot on 736 NAS.
 - b. Secondary Purposes. Undertake key responsibilities and additional duties as directed by CO or SP 736 NAS.
2. Accountability
 - a. RN Hawk Pilot is directly accountable to CO 736 NAS.
 - b. Is functionally accountable to SP 736 NAS concerning key responsibilities and additional duties as well as matters concerning welfare and discipline.
3. Authority
 - a. Direct authority. RN Hawk Pilots have authority to operate as directed by the Force Generating Authority within the 736 Authorisation Matrix for Sqn tasking and training serials.
 - b. Liaison. Liaise directly with all agencies concerned with own tasking or training requirements.
4. Tasks. RN Hawk Pilots should carry out tasks to satisfy their primary and secondary purposes. These include, but are not limited to:
 - a. All flying duties related to 736 NAS.
 - b. Responsible for maintenance of own Training Folder and F401A&A.
 - c. Ensure all own flight-related publications and manuals are in date and updated.
 - d. Responsible for maintenance of 736 NAS Training Directive and SERE currencies, drills and professional courses.
 - e. Ensure own GPS unit is regularly charged and checked for serviceability.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF2 of the Fixed Wing Pilot specialisation

Period of Service. The appointment is on FTRS(FC) TCoS for an initial period up to 31 Mar 2020.

A VACANCY FOR AN OF2-OF3 OF FAA P FW SPECIALISATION SERVING AS HQ FOST S SO2 AV QEC IN PLYMOUTH – REF No 2005129

A vacancy has arisen for an OF2 -OF3 of FAA P FW specialisation to serve as HQ FOST S SO2 Av QEC in Plymouth on FTRS(FC) Terms and Conditions of Service (TCOS).

The holder of the post is the SO2 AV(QEC), a sea riding billet at FOST(S). This new post will address the additional training burden brought about by the introduction to service of the QEC aircraft carriers. The post will involve sea-riding UK and international aviation capable platforms both in UK waters and overseas to provide Tier 1 aviation collective training. It is anticipated that at least 35 days per year will be spent away from the UK. It will require coordination with NCHQ FGen / CS / MAA/NFSF(RW)/Force Commanders/Navy Commitments/External Contractors (e.g. BIH)/DE&S/other MOD departments as required.

Accountable to FAVO, the Post Holder's Primary Purpose is to; Undertake an aviation sea riding function to deliver world class training to UK and IDT platforms.

Secondary Purposes; Support the broader FOST output.

Additional; To represent FAVO and Capt(S) in an official capacity as required.

Change Objectives; Develop personal expertise regarding QEC.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF2-OF3 of FAA P FW specialisation
X(P)(FW)
ICSC(M)

Desirable

Previous FOST(S) experience.
X(P)(RW)
X(O)
Completed Long Lead Specialist Skills.
Operational aircraft carrier experience.
BWQ

Period of Service. The appointment is on FTRS(FC) TCoS for an initial period up to 2 years.

[See General Notes](#)

SUBMARINERS

A VACANCY FOR AN OF2 OF ME SM SPECIALISATION SERVING AS ME SM IN HMS SULTAN, GOSPORT – REF No 1113005

A vacancy has arisen for an OF2 of ME SM specialisation to serve as ME SM in HMS Sultan, Gosport on FTRS(HC) Terms and Conditions of Service (TCOS).

Unit Function: To deliver professional and highly motivated Marine Engineers and Technicians

Responsibilities:

- (11) Supervise, Co-ordinate and monitor the training of personnel in Vanguard, Trafalgar and Astute streams.

- (12) Course Manager for Officers' courses within the MESM Section.
- (13) Lecture Systems and Operations topics to elements of the Nuclear Department course portfolio
- (14) Establishment AIDLO and CB Account Officer.
- (15) Support local NERO, acting as Technical Advisor to Tactical and Strategic Command Cells.
- (16) To undertake Advanced Equality and Diversity training (bi-annually).
- (17) Co-ordinate/manage MRT/MTA updates ensuring continued provision of SQEP instructors and suitable
- (18) facilities to support operation/maintenance of NSRP
- (19) Act as president of ETICC Fast Track boards.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OF2 of ME SM specialisation
 Divisional Officers Course (RNLA 106)
 SM Category 'A1' Nuclear Watchkeeper
 Nuclear Emergency Response Organisation (ME812N)

Period of Service. The appointment is on FTRS(HC) TCoS for an initial period up to 3 years.

[See General Notes](#)

A VACANCY FOR AN OR9 TO OF2 OF THE RN ENGINEERING SM SPECIALISATION SERVING AS FUTURE TRAINING OFFICER (SUBMARINES) IN HMS SULTAN – REF No 1981882

A vacancy has arisen for an OR9 to OF2 of the RN Engineering SM specialisation to serve as Future Training Officer (FTO) (Submarines) in HMS SULTAN on FTRS(HC) Terms and Conditions of Service (TCOS).

Unit Role:

To deliver professional and highly motivated Marine Engineers and Technicians instilled with Military Ethos

Position Role:

Future Training Officer (Submarines)

Responsibilities:

Manage and coordinate updates to existing training equipment resulting from the introduction of new technologies into the submarine fleet.

Manage and coordinate the provision of new training equipment resulting from the introduction of new technologies to the submarine fleet.

Act as DSMarE focal point for DE&S training issues to ensure career courses are suitable for the future submarine fleet.

Act as the focal point for future submarine technology awareness within DSMarE

Maintain a matrix of future submarine technologies and equipment that may impact on training delivery.

Act as DSMarE focal point for all SMCoS project issues.

Carry out NARO duties in event of a NP warship visit to Portsmouth/Southampton.

Conduct duties as DCO within HMS Sultan duty watch organisation.

Applicants should meet the following criteria:

Essential.

Must either have been, or currently be, an OR9 to OF2 of the RN Engineering SM specialisation

Period of Service. The appointment is on FTRS(HC) TCoS for an initial period up to 3 years.

[See General Notes](#)

Unless otherwise specified the closing date for these positions is the 14 JAN 2018

PLEASE NOTE WHERE LINE MANAGERS WISH TO TRAWL FOR FURTHER APPLICANTS POSITIONS MAY BE ADVERTISED AGAIN

GENERAL NOTES

Full TaCoS for FTRS can be found at:

www.royalnavy.mod.uk/ftrs.

Annual salary will be in accordance with AFPS 16 2017/18 rates; note that if you have had a break in Service of more than 30 days your IBD will be amended to reflect this time and transitional pay protection will not apply. Recruitment and retention payments are not always available to Reservists on FTRS details are available in the relevant JSP which you should check before accepting any commitment. FTRS personnel are eligible for annual leave and public holidays in accordance with JSP 760.

FTRS(FC) attracts an allowance package and accommodation but FTRS(HC) and (LC) DO NOT; details of all allowances for FTRS are available in the relevant JSPs which you should check before accepting any commitment.

Confirmation of appointments will depend on successful completion of a RN Medical. Personnel, who do not meet the eligibility criteria (age/Joint Medical Employment Standard (JMES)) may apply for the appointment, though will only be considered in the absence of any candidates who meet the eligibility criteria.

Applicants of an equivalent rank from sister services may apply, but will only be accepted if they are accepted into RNR service and only if an appropriate specialisation sponsor can be identified to sponsor the applicant.

Applications will be accepted from reservists who hold one rank above or one rank below the advertised rank. Applicants one rank below may be employed in the acting higher rank if they are suitable, qualified and meet current promotion regulations in all respects. Applicants one rank above will be paid at the advertised rank but may wear their current rank for presentation purposes with the approval of the FTRS Career Manager. Where a position is rank ranged acting higher rank will not be granted if the applicant holds the lower rank.

Personnel who qualify for a service pension or early departure payment should seek clarification of the impact of returning to Service from the Defence Business Services Pensions Department, Veterans UK, Joint Personnel Administrative Centre (JPAC) as follows:

Website: www.gov.uk/government/organisations/veterans-uk

Email: DBS-PensionsHelp@dbspv.mod.uk

Tel (Civ): 0800 085 3600

Tel (Mil): 94560 3600

Tel (from overseas): 00 141 224 3600

Fax (Civ): 0141 224 3586

Fax (Mil): 94561 3586

Job applications are to be submitted on the FTRS Job Application Form which should be emailed to:

navypcap-cmwfftrsmailbox@mod.gov.uk

using the phrase "(YOUR SURNAME) Application (followed by the job reference number and title)" in the Subject line. If applying for

more than one position; a separate Application Form and email should be submitted for each position.

Suitable candidates will be advised of the next stage of the process within approximately 2 weeks of the closing date. Note – there is no entitlement to T & S for candidates travelling for interview.