

CapMarine Position Available:

Observer Programme Coordinator

Reports To: Programme Manager

Location: St Helena Bay & Laaiplek (Velddrif)



Overview:

The small pelagics fishing industry is the second biggest fishery in terms of monetary value and the largest in terms of volume of fish caught in South Africa. This biological data collection programme is important to CapMarine as it provides the foundation for the start of many fisheries observers' careers and maintains our good relationship with the relevant fishing industry body (SAPFIA) by assisting them with their catch data reporting effort.

Your role would be to coordinate the data collection effort of a team of up to 15 scientific observers and monitors deployed on fishing vessels and at landing factories in St Helena Bay and Laaiplek. The coordinator takes care of deployment logistics, data management, quality control and programme feedback.

Responsibilities and Duties:

- Arranging observer deployments on vessels and at factories
- Regularly meeting observers at disembarkation for debriefing
- Retrieving and scrutinising data following observer deployments
- Site visits – conducting observer evaluations and ensuring their tasks are performed accurately
- Data entry, quality control, submitting data to head office and data capturers
- Feedback to Programme Manager

Qualifications:

- A relevant degree, diploma or experience is required to fill this position. A National Senior Certificate (Matric) is the minimum requirement.

Skills required:

- People management
- Microsoft Office proficiency (Word and Excel)
- Basic data management – Data entry, data checking and data submission
- Communication in both English and Afrikaans

Personal characteristics:

- Self-motivated
- Energetic
- Person-centred
- Persistent
- General ability to pay attention to detail

Additional tasks to take on in near future:

- Following an initial period stationed in St Helena Bay there will be growth potential for producing monthly summary reports, recruitment, training and implementation of new programme related projects.

Please email CV to:

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CapMarine

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