

# PORT AUTHORITY OF TRINIDAD AND TOBAGO



## VACANCY: ESTATE CONSTABLES Port of Port of Spain and Scarborough

### Job Summary

The successful applicants for the position of Estate Constable (Port of Port of Spain) or (Port of Scarborough), performs duties in conformity with the Port Authority Act 51:01, the Supplemental Police Act 15:02 and the Shipping (Ship and Port Facility Security) Regulations 2004. The incumbent is responsible for securing the Authority's property and cargo in its custody against fire, malicious damage and theft, as well as maintaining law and order within the estate.

### Key Duties and Responsibilities

- Investigates crimes, accidents and other reports
- Executes search warrants and serve summons
- Attends Court as complainant or witness
- Prepares Court Files
- Maintains and drives Motor Vehicles of the department
- Attends lectures and drills organized by Seniors
- Interrogates and Interview Persons
- Detect offences and prosecution offenders
- Reports suspicious activities, anomalies, and security breaches
- Maintains access control of persons, vehicles, equipment and cargo entering / leaving the Port
- Performs routine guard, traffic and crowd control duties
- Performs such customer services that will render them to be able to explain Customs & Excise, Immigrations and other state agencies roles and functions on the Port
- Interacting respectfully with the public, giving direction and responding to inquiries
- Performs Sentry duties
- Using various screening equipment and technology to identify dangerous items in baggage, cargo, vehicles, and on passengers, thereby preventing the introduction to ships and port facilities
- Performing searches and screening, which may include physical interaction with passengers (e.g., pat downs, property searches) conducting bag searches and lifting/carrying bags, bins and property weighing up to 50lbs.
- Retaining and implementing knowledge of all applicable Standard Operating Procedures
- Performs all police functions when so engaged in the operation of the inter-island Ferries and Cruise Shipping.
- Required to work on board the inter-island Ferries
- Performs related work as may be assigned

### Required Knowledge, Skills and Abilities

- Knowledge of laws governing arrests, the giving of evidence and court procedures.
- Knowledge of the International Ship and Port Facility Security Code
- Proficient in Microsoft office suite

### Minimum Requirements

#### **Qualification/ Experience and Training:**

- Minimum of five (5) CXC General (Grades I, II, III) inclusive of English and Mathematics. (Principles of Accounts can be accepted as an alternative to Mathematics).
- Previous experience in security, a valid Driver's Permit, a Precept, Firearm Users Employee Certificate (FUEC) will be considered an asset.
- Training in First Aid will be considered an asset.

**Other Requirements:**

- The prospective candidate must be a resident in Tobago.
- Height 5'6" to 6'2"
- Weight consistent with height
- Physically and Mentally fit
- Age between 25- 40 years
- A valid Police Certificate of Character and three (3) character references.

Selected applicants will be required to successfully complete an eight (8) weeks training programme in Port Security in Port of Spain.

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Applicants are requested to submit a **HAND WRITTEN COVER LETTER** with updated application, no later than by **4.00 p.m. on January 30, 2025** and must clearly state whether applying for position at the Port of Port of Spain or Port of Scarborough and the envelope must be addressed to:

**Executive Human Resource Manager  
Re: Estate Constable (Port of Port of Spain) or (Port of Scarborough)  
Port Authority of Trinidad and Tobago  
Administration Building  
Dock Road  
Port of Spain.**

**OR**

**Via E-mail as follows:**

**[pattvacancies@patnt.com](mailto:pattvacancies@patnt.com)**

**E-mail subject line should read: Estate Constable (Port of Port of Spain) or (Port of Scarborough)**

**Late applications will not be accepted.**

**Please be advised that only those candidates who are shortlisted to undertake the recruitment and selection process as Estate Constable (Port of Port of Spain) or (Port of Scarborough) will be contacted by the PATT.**