

## **DGSAP JOB PROFILE**

### **A. POST DETAILS**

Post Title	Staff Officer 2 Weapon Engineering (SO2 WE)
Grade/ Rank	Lieutenant Commander Royal Navy
Unit/Branch	MODSAP Jubail / Riyadh (as required)
UIN	D4425B
Post Reference/Establishment Reference	
Location	KANB, Jubail, KSA
Post Contact Details: Telephone: E-mail:	UK MOD Team Cromwell House Dean Stanley Street London SW1P 3JH  00966 (0) 1292 8750 x 7443 navyprogswe-so2@dgsap.mod.uk
Post Status: Approved Established (mil) Reserved/Non Reserved (civ)	Approved Established Military
Post Type (eg. Army, RAF, RN, Tri Service, Civilian, Part-time, LEC, contractor etc)	RN
Security Status (DV, SC etc)	SC
Post Holder	Vacant
Date in Post	N/A
Estimated Tour Length/Review Date	
Reporting Chain: 1st RO / Line Manager 2nd RO / Countersigning Officer 3rd RO Cluster Manager (Civilian only)	SO1 NP CNP

### **B. PROFILE REVIEW DATES**

Date Profile Completed	1 Oct 13	Review Date	1 Oct 14
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## **C. KEY RESPONSIBILITIES (Statement of Role and Responsibilities)**

**Role:** To monitor the progress of all Weapons Engineering aspects of the Hunter Project in the Kingdom of Saudi Arabia (KSA) such that the interests of the UK Ministry of Defence (UKMOD) and the Royal Saudi Naval Forces (RSNF) are promoted, protected and faithfully represented.

**Responsibilities:**

1. The Hunter Project's lead Weapon Engineering specialist.
2. The In Kingdom focal point for issues concerning Post Design Services.
3. MODSAP's Government Quality Assurance Representative (GQAR) within KSA for the Hunter Project including support equipment and the Mid Life Update and waterfront processes and procedures.
4. To lead on all aspects of the sea and land ranges.
5. Carry out staff officer duties as directed by CNP.
6. Be the divisional officer and line manager for WO TLS.

## **D. MAIN DUTIES**

### **Primary Duties**

1. Monitor the Prime Contractor's performance in all Weapon Engineering matters.
2. Act as the GQAR in KSA for the Hunter Project.
3. Staff all correspondence for Weapon Engineering subjects and miscellaneous issues as necessary.
4. Monitor the provision of support for the sea and land ranges at KANB Jubail.

### **Secondary Duties**

1. Maintain regular contact with RSNF representatives at RSNF HQ and the RDC to provide professional engineering advice and guidance especially on operational implications.
2. Provide the RN's interface to the Hunter Project's Through Life Support activities including attendance at Obsolescence Working Group, Post Design Services and Hunter Modifications Review Committee meetings.
3. Support and provide backup for SO1 Muns on munitions matters.
4. Lead and manage WO TLS in fulfilling his responsibilities.

## **E. ACCOUNTABILITY (Military Staff)**

### **Accountability**

1. SO2 WE is accountable to SO1 NP for the achievement of his primary and secondary duties.
2. As GQAR, SO2 WE is functionally accountable to Assistant Head of QA and Safety.

## **F. SPECIFIC AUTHORITY (Military Staff) or SPECIFIC DELEGATIONS**

<b>Specific Delegations</b>	
1.	SO2 WE is authorised to:
a.	Represent CNP in his absence.
b.	Sign correspondence on all routine matters in pursuit of his purposes except on:  (1) Matters of policy.  (2) Matters of contractual or financial significance.  (3) Documents conferring praise or blame.
c.	Liaise and consult with the RSNF, the PC, all contractors, MOD directorates, HM ships and RN Establishments and other project sections on all routine matters in pursuit of his primary and secondary purposes.
d.	Act as the Government Quality Assurance Representative in KSA.

## **G. COMPETENCES/SKILLS REQUIRED FOR THE POST**

<b>ESSENTIAL COMPETENCES: CORE &amp; FUNCTIONAL COMPETENCES</b>
Charge Qualified In date for ISSC or Embarked Forces Sea Survival Course (EFSSC) Handover 14 Days
<b>DESIRABLE COMPETENCES: CORE &amp; FUNCTIONAL COMPETENCES</b>
Charge Appointment experience Colloquial Arabic (10 weeks)
<b>MANDATORY TRAINING REQUIRED IN POST</b>
MODSAP Training as promulgated by AO Ships MODSAP Induction Training Quality Audit Assessors On Line Training (QAAOLT) AQAP 2070 on line training Qualified ISO 9001 Lead Auditor (within 6 months of joining). QMS assistant and Auditor. Audit Evaluation Skills (AES) Ship Safety Management Organisation (SSMO) Course
<b>OTHER RECOMMENDED TRAINING &amp; DEVELOPMENT OPPORTUNITIES</b>
Fundamentals of Configuration Management ECDL Managing and Understanding Risk Project Management

## H. REQUIRED SKILLS AND EXPERIENCE

<b>REQUIRED SKILLS AND EXPERIENCE ON APPOINTMENT</b>
The post holder must hold a UK driving licence.
<b>MANDATORY TRAINING REQUIRED ONCE IN POST</b>
<b>OTHER RECOMMENDED TRAINING &amp; DEVELOPMENT OPPORTUNITIES</b>

### POST HOLDER

### APPROVING OFFICER

Signature:.....

Signature:.....

Name:

Name: S COLE

Rank:

Rank: Cdr RN

Date:.....

Date:.....