

Issue Date:

Review Date:

TERMS OF REFERENCE FOR

Post Holder:

Full Title: RN|Logistics Services|Steward - Submarine/LCS2|1101062

Short Title: LCS2|1101062

Part 1: Job Summary

PREAMBLE

Part of the function of the SUBFLOT Support Group (Devonport) is to provide personnel to support the Complement Reduction phase of the Trafalgar Class submarine disposal programme. On completion of a submarine's operational life, a period of over 2 years is required to prepare the platform for long-term storage in order to manage decay heat, secondary and hotel systems until they can be safely decommissioned. As a member of a close-knit team you will assist in this process, using your skills as a specialist submariner to safely and effectively operate and maintain the unit. This will include the provision of specialist advice to our industry partners, Babcock International and the Submarine Delivery Agency, with whom you will work closely. Submarine disposal presents a unique challenge which is not encountered in an operational platform, therefore you will need to be a critical thinker with a flexible approach. This position requires you to watch keep in a structured and stable watch bill.

PURPOSES

1. Primary Purpose.

Act as Duty Chef & Level 2 Duty 1st Aider
Direct & Supervise the work of AB Logs (CS)

2. Secondary Purposes.

Manage Galley Accounts, IAW Terms of Reference
Act in Support of & Conduct additional duties as required by the PO Logs (CS) & LO
Armed Sentry and Quarter Master (full training will be given).
Member of submarine's Emergency Response organisation.

ACCOUNTABILITY

You will be accountable to the Senior Naval Officer (SNO).

TASKS

Act as duty chef preparing 3 x daily meals for up to 21-person duty watch

Act as duty First Aider

Work on any SUBFLOT Support Group (Devonport) platform as directed by the SSG(D)CO.

Undertake duties as required to assist in safe and timely disposal of decommissioned Submarines.

Conduct Fire Fighting duties as required.

Undertake minor administrative tasking.

ESTABLISHMENT DUTIES (if req)

Not Required

COMPETENCIES Previously Submarine Qualified, NMT 103/105 Qualified (preferred)

3. The post holder is to be a

COURSE REFERENCE	SKILL LEVEL (ADV/INT/BASIC)
NMT 103/105	Preferred or training given
T Class SMQ	12 months sea-going experience
CBRNDC12(R)(SM)	Preferred or training given (MCA accredited)
NVQ Level 2 AB Logistics Branch	Essential
RNLA 102 Leading Rates Leadership Course	Essential

Part 2: Key Change Objectives

(To be agreed between employee and Line Manager annually or on taking up the post)

1. During the next 24 months, the post holder is to direct his efforts to achieve his primary and secondary purposes, with the following specific targets:

As a Duty Chef you will be required to prepare and provide 3 meals per day for up to a 21-person duty watch. Additionally, you made be required to take on the position as an upper deck sentry. As an Upper Deck Sentry, you will be an essential part of the Ship's Protection Force. Providing an armed deterrent and you will be responsible to the Officer of the Day (OOD) for security of the casing and initial response.

Signature of Job Holder

Signature of Line Manager

Date:

Date: