



1000 – 1130 West Pender Street
Vancouver, BC V6E 4A4
Tel: 604-666-6771
Fax: 604-666-1647
Email: info@ppa.gc.ca

Dispatch Relief - Vancouver

Organization

- A federal Crown Corporation based in downtown Vancouver, the Pacific Pilotage Authority (PPA) provides safe and efficient marine pilotage services in the coastal waters of British Columbia, including the Fraser River.
- PPA oversees dispatch and launch operations at stations in Vancouver, Victoria, Steveston and Prince Rupert.
- A progressive employer with a mandate critical to the economy of Canada. The PPA is wholly self-funded, complex, small and nimble. PPA employs a diverse workforce of approximately 100 people.
- PPA generates revenue through collection of Pilotage service charges paid by transportation companies that access the coastal waters of British Columbia with the assistance of licensed pilots.
- PPA is governed by a Board of Directors appointed by the Government of Canada.
- PPA offers a dynamic environment and competitive compensation and benefits for full-time employees, including a defined benefit pension. · For more information about PPA, please visit <https://www.ppa.gc.ca/>

Job Summary

Responsible for co-coordinating the dispatching of marine pilots to vessel movements within British Columbia, to maintain the safe movement of vessels, and maximize the efficient use of pilotage human resources.

Salary

Following the end of training, hourly pay is \$44.78 plus an additional 16% in lieu of benefits and 6% in lieu of vacation. After 42 shifts are completed as a trained dispatcher, the hourly rate will increase to \$52.68.

During the training period, you will be paid 70% of the hourly wage plus an additional 16% in lieu of benefits and 6% in lieu of vacation.

Key Responsibilities

- Receives dispatch orders from agencies and transfers all related information into the pilotage management software



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- Verifies order times, pilot availability, restrictions and ship readiness
- Facilitates information exchange between relevant parties including pilots, agents, coast guard, and tug companies
- Dispatches pilots to orders as laid out in the Pilotage Dispatch Manual and BCCP contract
- Arranges necessary transportation and accommodation for pilot as required
- Assists and replaces the Day Dispatcher on an as required basis

Work Schedule - Relief Coverage

As a relief dispatcher the bulk of the work opportunities occur during the summer months and other holiday seasons. The successful candidate would anticipate near full-time hours on an on-call, as needed basis during the summer months and then occasional shifts during the rest of the year. There will be an approximate one to three-month training period where the candidate will be working full time. **It is essential that the successful candidate has a schedule flexible enough to work full-time during the training period to pick up relief shifts on an as needed basis following the end of the training period.**

- Candidates must be a resident within the Vancouver area.
- Candidates will be required to work shift work; a full shift is up to 12 hours from 06:00 to 18:00 or from 18:00 to 06:00.
- Candidates must be able to work any day of the week, statutory holidays and must be available on short notice.

Key Skills

- Excellent organizational and communication skills
- Multi-tasking and critical thinking
- Adapt to stressful situations
- Excellent computer skills
- Dispatch experience or marine knowledge is an asset but not required

Applications

Applications can be emailed to hr@ppa.gc.ca by August 25, 2025. Please note that resumes in a Word or PDF document are required for consideration, even when applying through Indeed.

We are committed to building a diverse workforce and inclusive work environment and encourage applications from women, Indigenous Peoples, persons with disabilities and visible minorities. If you require accommodations throughout the recruitment and hiring process, please let us know. All information received in relation to accommodation will be kept confidential.