



NOTICE OF RECRUITMENT OF APPRENTICE PILOTS

The Laurentian Pilotage Authority plans to recruit apprentice pilots who, after a period of studies, training and examinations, may be called upon to work as marine pilots on the St. Lawrence River in **District No. 1-1 (Port of Montreal) as of February 15, 2011**, or **District No. 1 (Montreal/Quebec City) as of April 1, 2011**. Recruiting is contingent on the demand for pilots in the coming years.

The prerequisites for applicants are indicated in section 26 of the *Laurentian Pilotage Authority Regulations*, available on our website. The competition closes on **January 7, 2011**.

DOCUMENTS REQUIRED OF ALL APPLICANTS

Applicants must provide the Authority with certified copies of the following:

1. A document that establishes that they are a Canadian citizen or a permanent resident as described in the *Pilotage Act* (birth certificate or other official document showing their date and place of birth)
2. Diplomas and navigational certificates as well as documents that establish that the sea service requirements of the *Laurentian Pilotage Authority Regulations* have been met
3. A medical report as required under the *General Pilotage Regulations* (see below) filled out by a physician designated by the Laurentian Pilotage Authority
4. A letter of recommendation, either from their most recent employer, if they were employed by the employer for more than two years, or from their two most recent employers, if they were employed by the most recent employer for less than two years, or an EXN-25 form

APPRENTICE PILOT APPLICANTS IN DISTRICT NO. 1-1

Applicants must meet the following conditions:

1. Successfully complete a language test given by the Authority that demonstrates they are able to carry out their apprentice pilot duties effectively in English and French

2. Undergo a medical examination by a physician designated by the Laurentian Pilotage Authority within the 90 days before the day on which the apprentice pilot permit is issued and meet the health qualifications prescribed in the *General Pilotage Regulations*
3. Be the holder of a certificate of competency not lower than master, local voyage, issued under the *Canada Shipping Act*, or Master, Near Coastal
4. Have served as master of a ship that is over 70 m in length or over 2,000 tons gross tonnage for at least 18 months during the 60 months before the day on which the application is made (sea service requirements will be calculated as of the closing date of this competition)
5. Have experience navigating on ice
6. Obtain a mark of at least 70% on a written test given by the Board of Examiners on general knowledge of near coastal navigation, including knowledge of ship handling, navigational instruments, chartwork, meteorology and ice navigation on the St. Lawrence River

APPRENTICE PILOT APPLICANTS IN DISTRICT NO. 1

Applicants must meet the following conditions:

1. Successfully complete a language test given by the Authority that demonstrates they are able to carry out their apprentice pilot duties effectively in English and French
2. Undergo a medical examination by a physician designated by the Laurentian Pilotage Authority within the 90 days before the day on which the apprentice pilot permit is issued and meet the health qualifications prescribed in the *General Pilotage Regulations*
3. Provide an attestation establishing that they have successfully completed, at a recognized institution in Canada, an approved cadet training program in navigation listed in the document entitled *Approved Training Courses* (TP 10655), published by the Department of Transport, as amended from time to time, or have served as a master of a ship that is over 70 m in length or over 2,000 tons gross tonnage for at least 18 months during the 60 months before the day on which the application is made
4. Be the holder of a certificate of competency not lower than master, local voyage, issued under the *Canada Shipping Act*, or Master, Near Coastal, and have served on board a ship that is over 70 m in length or over 2,000 tons gross tonnage, either as a master for at least 12 months during the 5 years before the day on which the application is made, or as a deck watch officer for at least 24 months during the

5 years before the day on which the application is made. Sea service requirements will be calculated as of the closing date of this competition. (Given that the sea service requirements in section 12 of the *General Pilotage Regulations* differ from those in section 26 of the *Laurentian Pilotage Authority Regulations*, applicants are urged to perform the necessary checks in this regard)

5. Obtain a mark of at least 70% on a written test given by the Board of Examiners on general knowledge of near coastal navigation, including knowledge of ship handling, navigational instruments, chartwork, meteorology, ice navigation on the St. Lawrence River and calculation of tides

The above-mentioned tests will be at the applicants' expense.

RECRUITING PROCEDURE FOR DISTRICT 1-1 APPLICANTS

To follow.

RECRUITING PROCEDURE FOR DISTRICT 1 APPLICANTS

Applicants who meet all requirements will be contacted by telephone **on or around January 11, 2011**. They will need to undergo a written general knowledge test, the syllabus for which is provided in the "Apprentice Pilots—Entrance Examination" section of our website. This test is scheduled to take place on **Monday, January 17, 2011, in Trois-Rivières**. Applicants should note that a failing grade on the test will remain in their file throughout their apprenticeship and that, as stipulated in section 29 of the *Laurentian Pilotage Authority Regulations*, applicants who fail one or more of the tests three times will no longer be eligible to take the tests.

The Authority will award a number of points to each applicant based on the following criteria:

	<u>Maximum score</u>
Sea service:	350
Master mariner status:	130
Certificate from a marine institution recognized by Transport Canada:	120
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Applicants will then be awarded additional points based on the score they obtain on their general knowledge test, up to a maximum of 100 points.

Points for sea service will be awarded to applicants on a pro rata basis according to navigation time, based on the 1,095 most recent days of sea service as indicated in their discharge book. This period must not extend beyond five years prior to the application date.

	<u>Points</u>
Master (1,095 days)	350.0
First officer (1,095 days)	262.5
Second officer (1,095 days)	175.0
Third officer (1,095 days)	87.5

Eligible applicants will be placed on a preliminary list based on the total number of points they have earned (experience, qualifications and general knowledge test score).

Applicants with the highest scores will be contacted for an interview and asked to undergo a series of tests to assess their skills, qualities and personal values.

Once the applicant assessments are complete, a list indicating the ranking of the interviewed applicants will be produced. Based on the order established by the rank of each applicant on the selection list, a specific number of applicants will be chosen, according to the availability of positions.

The chosen applicants will be required to undergo medical and language testing. Final selection will be contingent on passing these tests.

A fee of \$100.00, plus applicable taxes (**for a total of \$112.88**), will be required to review each application submitted under this competition. A cheque for this amount must be enclosed with the application.

All applications must be received by the Authority by **Thursday, January 7, 2011**, in compliance with the 30-day period established in the *Laurentian Pilotage Authority Regulations*. Applicants must indicate their district of choice.

To obtain further information or documentation or to submit an application, please contact:

Laurentian Pilotage Authority

c/o Denys Pouliot

555 René-Lévesque Boulevard West, Suite 1501

Montreal, Quebec H2Z 1B1

E-mail:

denys.pouliot@apl.gc.ca

Website: pilotagestlaurent.gc.ca

Laws and Regulations:

<http://laws.justice.gc.ca/eng/P-14/index.html>

<http://laws.justice.gc.ca/eng/SOR-2000-132/index.html>

<http://laws.justice.gc.ca/eng/C.R.C.-c.1268/index.html>