



**REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY**

**NOTICE OF HIRING
OF PANEL OF EXPERTS AND POOL OF TRAINERS**

Please be informed that the Maritime Industry Authority (MARINA) is in need of Panel of Experts (POEs) and Pool of Trainers (POTs), to be assigned at Maritime Training Program Development Division, Manpower Development Service, at MARINA Central Office, Manila.

For interested parties, the following documents are required:

Documentary Requirements for the Panel of Experts and Pool of Trainers:

Pool of Trainers and Panel of Experts	
a. PRC Board Certificate or Valid MARINA License;	
b. SRB or SIRB reflecting 3 years of sea service as Merchant Marine Officer/ Fishing Vessel Officer;	
c. Certificate of Sea Service issued by company supporting entries in SRB or SIRB;	
d. Valid Medical Certificate issued by a DOH-accredited medical clinic or hospital;	
e. IMO Model Course 6.09 (for POTs) Training Certificate;	
f. IMO Model Course 3.12 (for POEs) Training Certificate;	
g. For Engine Department, BS in Marine Engineering TOR/Diploma, Masteral/Doctorate (if any);	
h. For Deck Department, BS in Marine Transportation TOR/Diploma, Masteral/Doctorate (if any); and	
i. Employment Certificate as Instructor in MTIs or MHEIs (if any).	

Qualifications of the Pool of Trainers:

Deck Department	Engine Department
a. Must be a Filipino Citizen;	a. Must be a Filipino Citizen;
b. Physically and mentally fit;	b. Physically and mentally fit;
c. Duly licensed Master Mariner/Chief Mate/OIC-Navigational Watch/Major Patron;	c. Duly licensed Chief Engineer/ Second Engineer/ OIC-Engineering Watch/ Marine Engine Mechanic 3 (For Engine); and
d. Must have at least three (3) years sea service as Master/Skipper/Chief Officer/Deck Officer;	d. Must have at least three (3) years of sea service as Chief Engineer



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e. Qualified and certificated Instructors; and	Officer/Second Engineer/ Engine Officer (For Engine);
f. Well-recognized in the industry for integrity and professionalism.	e. Qualified and certificated Instructors; and
	f. Well-recognized in the industry for integrity and professionalism.

Duties and Responsibilities of the Appointed Pool of Trainers:

a. Conduct training on Ship Handling and Safe Navigation 1 (SHSN1), Boat Handling and Safe Navigation (BHSN), Engine Operation and Maintenance 1 (EOM1), and Engine Operation and Maintenance (EOM) for Motorbanca;
b. Calibrate, validate and revise as needed teaching instruments;
c. Attend meeting/s organized by the MARINA Administrator or his duly authorized representative; and
d. The Pool of Trainers shall submit a report to the MDS after conducting and activity assigned by the MARINA.

Qualifications of the Panel of Experts:

Deck Department	Engine Department
g. Must be a Filipino Citizen;	g. Must be a Filipino Citizen;
h. Physically and mentally fit;	h. Physically and mentally fit;
i. Duly licensed Master Mariner/Chief Mate/OIC-Navigational Watch/Major Patron;	i. Duly licensed Chief Engineer/ Second Engineer/ OIC-Engineering Watch/ Marine Engine Mechanic 3 (For Engine); and
j. Must have at least three (3) years sea service as Master/Skipper/Chief Officer/Deck Officer;	j. Must have at least three (3) years of sea service as Chief Engineer Officer/Second Engineer/ Engine Officer (For Engine);
k. Qualified and certificated Assessors; and	k. Qualified and certificated Assessors; and
l. Well-recognized in the industry for integrity and professionalism.	l. Well-recognized in the industry for integrity and professionalism.

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Duties and Responsibilities of the Appointed Panel of Experts:

- a. Formulate procedures and examination questions in the conduct of theoretical assessment including answers based on the Competency Mapping for submission to the MARINA Administrator through MDS on a quarterly basis;
- b. Update the Competency Mapping, Knowledge Understanding and Proficiency, Methods of Demonstrating Competence, and Criteria for evaluating Competences as necessary;
- c. Formulate procedures and scenarios in the conduct of practical assessment based on the Competency Mapping for submission to the MARINA Administrator through MDS on a quarterly basis;
- d. Conduct practical assessment;
- e. Calibrate, validate and revise as needed assessment instruments;
- f. Attend meeting/s organized by the MARINA Administrator or his duly authorized representative; and
- g. The POEs shall submit a report to the MDS after conducting any activity assigned by the MARINA.

Interested applicants must submit their application through email at: mds@marina.gov.ph
(The subject of the email should be "Application for PANEL OF EXPERTS and POOL OF TRAINERS").


JOSE LOUIE B. BANUA
Officer-In-Charge
Manpower Development Service

Applicants with incomplete requirements will not be accepted. Only shortlisted applicants shall be notified for further assessment.

Deadline for submission: 30 June 2025


SONIA B. MALALUAN
Administrator