

Port Agent – Cruise & Port Agency

Can you keep an overview in a busy operational environment, bring structure to your tasks and make the right priorities when plans change? Do you enjoy working with people, taking responsibility and finding solutions?

Blue Water Shipping is looking for a dedicated Port Agent to join our Cruise & Port Agency team in Greve. As a Port Agent, you will become part of our 24/7 duty setup, acting as the link between our customers, vessels, ports, authorities, suppliers and other stakeholders. Flexibility is important part of the position, and it requires working outside normal office hours in connection with vessel operations, including early mornings, evenings, nights and weekends.

About the role

As part of the team, you will be involved in planning, coordinating and following vessel calls from the initial preparations until the vessel has departed again. The role combines office-based planning and administration with hands-on operational work at vessels and terminals. You will work with a broad variety of vessels, including cruise ships, cargo vessels and navy vessels calling at Danish ports. The role is primarily based in Greve, but occasional work in Copenhagen is required, as Copenhagen is a major part of the daily operation.

Following your training and as your experience develops, you will take responsibility for coordinating your own vessel calls and daily operations, always with experienced colleagues and managers available for support and sparring. You will act as the customer's local representative and help ensure that each port call is handled safely, professionally and according to the agreed operational plan.

Your primary responsibilities will include:

- Coordination and handling of vessel port calls
- Planning and coordination of daily port operations
- Daily communication with vessels, customers, ports, authorities and suppliers
- Attendance of vessels and operations at the pier when required
- Handling vessel clearances and relevant documentation
- Coordination of crew changes, transportation and other crew-related services
- Arranging services, supplies, spare parts and other vessel requirements
- Customer invoicing and administrative follow-up
- Handling changing operational requirements and finding solutions when plans change
- Supporting port calls in other Danish ports when required

Who are you

Previous experience in ship agency, shipping or a similar operational role is an advantage, but not a requirement. We are also open to candidates with transferable experience from other service-oriented or operational environments. Most importantly, you are reliable, service-minded, proactive and motivated to learn.

We are looking for someone who:

- Takes ownership and follows tasks through
- Is proactive, solution-oriented and adaptable
- Remains calm and structured under pressure
- Communicates confidently and professionally with different stakeholders
- Works well both independently and as part of a team
- Enjoys a fast-paced, international environment

- Has an interest in shipping, port operations and the maritime industry

You should have strong written and spoken English skills, be comfortable with MS Office and new IT systems, hold a valid Category B driving licence, and be able to travel within Denmark and occasionally abroad.

What we offer

At Blue Water Shipping, you will become part of an informal working environment with experienced colleagues and a strong focus on cooperation, responsibility and professional development.

You will have the opportunity to learn the port agency profession through hands-on experience and daily sparring with colleagues and managers.

We offer:

- A varied working day with responsibility and operational challenges
- Hands-on experience within the international shipping and cruise industries
- Training and continuous professional development
- The opportunity to gradually take responsibility for your own vessel calls and customers
- Close cooperation with experienced colleagues across Blue Water Shipping
- Exposure to international customers, vessels, ports and maritime professionals
- A strong community where cooperation, commitment and team spirit are important

Contact

If you have any questions about the position, you are welcome to contact Pernille Marcussen, Manager, Cruise & Port Agency, at +45 42124613 or pmar@bws.dk. Apply as soon as possible, as we review and interview on an ongoing basis.

What we do – Together we create solutions

We are a proud family-owned company, founded in Denmark in 1972, and a global provider of all logistics services within modern supply chain management. Our value foundation is still thriving today, driven by a pronounced entrepreneurial spirit and sound business practices. Therefore, our employees are offered a strong professional environment with great freedom, ensuring our customers the best service. Blue Water Shipping is represented by more than 2,700 employees worldwide, combining a strong global network with local expertise, enabling us to offer complete and tailored solutions for any shipping need anywhere in the world.