



OPIELOK

## JOB DESCRIPTION – MASTER / CAPTAIN

### 1. Reporting and Backup Arrangements

1. The Master reports to the Flag Administration, duly authorized Port Authorities, the Owner, the Charterer and the Manager (Technical Superintendent, Marine Superintendent, DPA and CSO).
2. The Chief Mate will take over command if the Master leaves the vessel or becomes otherwise unable to fulfil his duties due to an emergency. In the latter case the Chief Mate must inform the Technical Superintendent or the DPA immediately to arrange for a relief Master and to inform all other parties as required.

### 2. Responsibilities

1. Deciding all questions related to the safety and security of human life, the vessel and her cargo and to the protection of the environment with overriding authority;
2. Fulfilling his responsibilities bestowed on him by the Flag State as required;
3. Issuing appropriate orders and instructions to all officers and ratings in a clear and simple manner;
4. Ensuring the strict compliance of the vessel with all applicable regulatory, classification and insurance requirements;
5. **Ensuring and verifying crewmember's compliance with all the applicable international, national and trading standards rules and regulations as those are defined in the company's management system;**
6. ensuring that the company's safety, security, environmental protection, **open reporting system** and policies including procedures are known to, understood by and adhered to by all officers and ratings (as applicable for each rank);
7. Motivating the crew for implementing the provisions of the above mentioned policies;
8. Reviewing the company's management system for regulatory compliance, applicability and fitness for purpose and proposing amendments as required;
9. Approving voyage plans, issuing navigational orders and taking personal command as necessary;
10. Ensuring emergency preparedness of the vessel and its crew at any time;
11. Managing crew and labour affairs in line with Flag State laws, company and crew manager instructions;
12. Supervising the vessel's maintenance, repair and purchasing activities;
13. Supervising the vessel's cargo operations and ensuring Charter Party compliance;
14. Controlling the vessel's external communication and the compliance with regulatory and company communication and reporting procedures;
15. Ensuring compliance with all lawful instructions of duly authorized port authorities;
16. Requesting the company's assistance in case of problems to comply with any of the above in due time as necessary in his own judgement;
17. **Ensuring that shipboard training is carried out as required and as applicable with their rank and responsibilities for all the crewmembers onboard;**
18. Ensuring that all other duties are fulfilled as stated in the SMS

### 3. Job Entry Requirements

1. Certified qualifications:
  - a. Master's Certificate of Competency and all additional documentation and certification required by IMO STCW, ITU, Flag State and company for the type, size and trade of the vessel
2. Special pre-entry competency requirements:



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- a. References and experience accepted by the Technical Superintendent and the DPA as sufficient for the assignment considering the vessel's type, trade and size
  - b. Good command of the English language
  - c. Decision making, social and leadership skills, especially in emergency situations
3. Additional requirements before taking command (office and/or shipboard familiarization must be considered as necessary):
- a. Knowledge of the Flag State's maritime legislation
  - b. Knowledge of the company's management system