

Carnival UK Job Description

Second Engineer Officer

The contents of this job description must be used in association with the KSB for this role. The job description summarises the key responsibilities for the role (Technical, Business and People) and the KSB provides the detail for the Knowledge, Skills and Behaviours required to carry out the role competently. This job description gives an overview of the role and as such you will be required to undertake any other duties as requested. You may also need to refer to company regulations which will also form an additional part of your job description.

Reporting to: First Engineer Officer	Department: Technical
Leadership Responsibility: Supervision of Junior Officers & Motorman	Location: Fleet based across CUK vessels
Titles of Direct Reports: - Third Engineer Officer - Motorman	Budget Responsibility: Awareness of technical budget and works to keep within budget
Size of Department: 80 - 90	Revenue Responsibility: Understand how machinery and equipment can impact the ability to generate revenue and prioritise and carry out work accordingly

Standard Role Summary:

Act as Senior Watchkeeper, responsible for the safe and efficient operation of all engine room plant and the direction and performance of the watchkeepers.

Primary Responsibility of the Role:

Monitor and maintain all engine room plant equipment. Monitor plant performance and co-ordinate and train the watchkeepers. Complete maintenance and inspect, assess and report or rectify defects whilst on watch. Coordinate isolations, watchkeeping rounds and watch specific routines for the vessel. Supervise team to ensure tasks are undertaken safely and in accordance with all current safety and company regulations. Keep the Senior Officer informed in all aspects of the machinery spaces and the performance of Junior Officers and Ratings. Ensure environmental compliance of plant operations and complete relevant paperwork.

Establish good situational awareness through receiving and delivering good quality handover information at watch change.

Attend corporate sponsored social events as requested as a member of the Engineering Team.

Key Responsibilities & Duties:

Core Knowledge & Skills

Experience / Qualifications	Summary of Requirements
	ENEM Diesel Electrical Propulsion stage 2 SAM LIFT Good command of written and spoken English Passed Marlins English test of Proficiency (where applicable)
Certificates	Second Engineer Officer - Unlimited (STCW Reg III/2) Valid ENG1 medical certificate or equivalent for the duration of each voyage

HESS (Health, Environment, Safety and Security)

Knowledge/Skill	Summary of Responsibilities
Health and Safety	<p>Lead by example by taking care of the health and safety of self and others</p> <p>Report all accidents, 'near miss' incidents and work related ill health conditions to line manager</p> <p>Follow safety rules and procedures</p> <p>Ensure all work equipment, personal protective equipment, substances, and safety devices are used correctly</p> <p>Take part in safety training & risk assessments and suggest ways of reducing risks</p> <p>Carry out risk assessments within designated area of responsibility</p> <p>Actively promote safe working within teams and encourage safe behaviours</p> <p>Undertake safety 'walk rounds' within own area identifying areas of improvement</p> <p>Undertake other duties as and when required as requested by Senior Officers</p>
Public Health	<p>Demonstrate at all times excellent hand washing techniques and coughs and sneezes etiquette</p> <p>Follow the company instructions regarding immediate reporting of ill health symptoms (i.e.) diarrhoea, vomiting, fever, and any other symptoms as appropriate</p>
Environment	<p>Ensure the team are aware of their Environmental Responsibilities</p> <p>Implement the principles of the onboard Garbage Management Plan and Ship Energy Efficiency Management Plan for area</p> <p>Complete all environmental records accurately</p>
Emergency Duties	<p>Understand the emergency duties of self and those within own area</p> <p>Direct and instruct others in the use of life saving & fire fighting appliances in an emergency situation</p> <p>Direct a team in carrying out their emergency duties</p> <p>Co-ordinate emergency response with others across the ship, responding to orders and feeding back reports</p> <p>Lead & coordinate actions to be taken in a range of shipboard incidences as defined in the company's emergency procedures</p> <p>Co-ordinate the movement and management of a large group of crew / passengers over a specified area, such as a muster station, through the correct deployment and briefing of staff</p> <p>Make decisions and adapt plans as situations develop, providing feedback to the senior responsible officer</p> <p>Manage and react to the behaviours and needs of crew / passengers to maintain safety</p> <p>During an incident maintain watchkeeping duties in line with Engine Resource Management</p> <p>2nd in charge of the fire parties, assist in the co ordination of the approach</p> <p>Undertake duties as a Breathing Apparatus (BA) wearer as a member of a fire party</p> <p>Undertake mustering of own department and ensure all personnel are accounted for</p> <p>Ensure supervisors receive adequate training to undertake their duties and make sound decisions</p> <p>Undertake other emergency duties / routines within the ERP as directed</p> <p>Undertake any other emergency duties required that are specific to vessel</p> <p>Follow all emergency procedures as directed</p>
Safeguarding	<p>Aware of CUK safeguarding children policies and procedures</p> <p>Report any concerns of a safeguarding nature to the Designated Safeguarding Person (DSP)</p>
Security	<p>Apply the correct security measures for own department / area</p> <p>Lead and direct the team in applying security measures and actively promote understanding of security issues</p> <p>Encourage security awareness within the team</p>

Technical

Knowledge/Skill	Summary of Responsibilities
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ER Watchkeeping	<p>Manage the watch in accordance with ERM procedures</p> <p>Take immediate action in the event of machinery breakdowns to safeguard machinery and personnel and emergency events</p> <p>Start and stop propulsion equipment and reconfigure systems as directed</p> <p>Safely isolate propulsion systems or equipments as directed following the correct procedure</p> <p>Monitor plant equipment and carry out watch specific routines for the vessel</p> <p>Direct and supervise the activities of junior technical watchkeepers in machinery spaces</p> <p>Make appropriate adjustments to propulsion equipment and systems as directed</p> <p>Adjust the operation the propulsion equipment and systems using data regarding local environmental requirements</p> <p>Respond to machinery breakdown or emergency as required</p> <p>Ensure the integrity of safety and escape apparatus in machinery spaces</p>
Maintenance Management Systems	<p>Retrieve and update planned and unplanned maintenance information using CMMS</p> <p>Asses the need for stores and inform the Technical Stores Manager for ordering</p> <p>Manage planned maintenance via CMMS and record maintenance completed on the system</p>
Ship Systems and Equipment Maintenance	<p>Undertake preventative and planned maintenance carefully and diligently and report completion with any defects identified</p> <p>Carry out non routine and routine maintenance</p> <p>Identify requirements to isolate particular and related ship systems and equipments</p> <p>Undertake fault diagnosis</p> <p>Provide support to technical investigations on a range of related ship systems and equipments in conjunction with subject matter experts</p> <p>Direct and oversee the activities of junior staff in meeting the maintenance requirements</p> <p>Liaise direct with suppliers, as directed, in relation to ordering parts and dealing with any queries and keep manager informed of progress and / or concerns</p>
Tech Safety Skills	<p>Monitor the safe use of tools by others and provide coaching and instruction where required</p> <p>Ensure that others are correctly attired in PPE and that safety instructions are strictly adhered to at all times</p>
Emergency Response for Environmental Incidents	<p>Apply specialist knowledge of environmental incidents relating to technical areas and assist others in dealing with emergency responses</p>

Business

Knowledge/Skill	Summary of Responsibilities
IT Skills	<p>Competent in the use of most MS Office Software</p> <p>Competent in the use of CMMS</p>
Audit & Compliance	<p>Complete full and accurate records to ensure compliance for both internal and external audits</p>
Customer Service	<p>Adapt quickly and remain calm when passenger requirements or demands change, or escalate the requirement to ensure a quick resolution is achieved</p> <p>Identify opportunities to do extra for passengers, independently, or in collaboration with colleagues</p> <p>Make and suggest adjustments to the service in response to passenger feedback and understanding of the passenger profile for the cruise</p>

People / Management

Knowledge/Skill	Summary of Responsibilities
Advising & Influencing	<p>Present specialist information to non-specialists in a manner in which it can be understood</p> <p>Influence others where appropriate to help make the most effective business decisions</p>
Quality Assurance	<p>Observe, review and assess the aspects of the quality of service being provided by the team</p> <p>Inform manager when any element of the service or work being carried out is not up to standard</p>
Planning & Prioritisation	<p>Plan own work schedules</p> <p>Discuss with manager the priorities for the team to ensure most efficient delivery and in line with the ship's priorities</p> <p>Identify level of store deficiency and assess need for equipment / spares</p>

Resource Management & Delegation	Delegate tasks with clear instructions, expectations and necessary responsibility Support junior staff members in meeting training objectives and workload
Providing Performance Feedback	Provide manager with information about the performance of junior staff to feed into appraisals
Coaching & Mentoring	Assist colleagues to solve their own problems when appropriate by providing help and guidance
Training	Deliver effective knowledge sharing or instruction sessions to others in the team

CUK Behaviours (Refer to the skills profile for detailed CUK Behaviours)

CUK Behavioural Expectations	
Speak Up	<ul style="list-style-type: none"> Identifies and addresses barriers to team speaking up Speaks out about concerns and encourages team to do the same Is comfortable in challenging and raising concerns to all levels Speaks honestly and contributes ideas and views openly Knows and uses the correct channels to report concerns
Respect & Protect	<ul style="list-style-type: none"> Treats everyone with respect and ensures team does the same; builds trusting relationships Ensures that all team members are included Safeguards the health, wellbeing and safety of colleagues and guests Looks for more efficient and sustainable solutions that protect the environment Is compliant when it comes to safety and environmental policy
Improve	<ul style="list-style-type: none"> Promotes team work and collaboration with other areas Learns from experience & others, takes action to continuously develop Keeps up to date with the rules & protocols Consistently monitors to ensure team's compliance with legal and policy requirements
Communicate	<ul style="list-style-type: none"> Adjusts style to suit audience Sets the tone by role modelling sound work ethics Talks about and demonstrates the Culture Essentials Regularly shares information, plans & priorities and invites open discussion Is widely trusted, transparent and free from hidden agendas
Listen & Learn	<ul style="list-style-type: none"> Seeks and is open to feedback: learns for others observations Reviews data from audits, surveys and reports to ensure continuous improvement Consults with others to improve knowledge & judgment Takes ownership of challenges & obstacles even if outside
Empower	<ul style="list-style-type: none"> Understand the needs of others Coaches others & creates an environment where people do their best work Invites input from team, encourages diversity of thought, shares ownership and visibility Communicates with energy and engages the team in getting results Invests time and energy in supporting and upskilling team

Person Specification

	Works effectively as part of a team to deliver an efficient service
	Works collaboratively with others to build a positive working environment
	Identifies opportunities for improvements in ways of working
	Organised, structured and focused on the detail in their approach to work
	Calm under pressure, taking a logical approach to problem solving and involving and communicating to relevant stakeholders throughout
	Comfortable talking to a wide range of people including passengers
	Adaptable and flexible in the face of change or unanticipated events
	Communicates clearly and effectively, keeping others informed of progress and highlighting any issues
	Enthusiastic about learning from their own and others' experiences
	Keeps up to date on emerging technology being used across vessels
	Takes responsibility for own learning and is proactive in increasing own knowledge and skills

	Loyal to the Carnival UK brand and compliant with company policies and procedures
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