

<b>Position</b>	Chief Engineer
<b>Department</b>	Engine
<b>Immediate Superiors</b>	Master (For department report) Fleet Technical Manager & Support Engineer, (as required.)
<b>Direct Subordinates</b>	Second Engineer, Electrician

**Job Summary**

Overall responsibility for the operational state and maintenance of all machinery and electrical equipment onboard the vessel.

**Job Details**

**Key Dimensions**

Ensure all maintenance within due schedule. Ensure overdue maintenance kept under 1%. Carry out inspection, maintenance and repair of all shipboard equipment.

**Organisational Structure**

Reports to Master concerning all shipboard operations and as such in charge of daily operations in engine department.  
Reports to Fleet Technical Manager, and Support Engineer as required, for procedural or technical issues.

**Key Responsibilities**

- 1) In emergency situations, responsible for the control and administration of all technical equipment and deployment of engineering personnel
- 2) Advise the Master, Technical Manager or any relevant shore manager of the technical aspects of the ships operation and advise on any planning for new equipment or modifications.
- 3) Advise the Master and Technical Manager of any technical problems limiting the vessels effectiveness and performance. Submit reports as required and Raise Defect Reports when required.
- 4) Communicate effectively with Technical Manager to generate the required standard of Engine Operations for Northlink Ferries.
- 5) Responsible for the compliance and review of the company Vessel Management System (VMS) and all related documents, manuals and instructions for the engine department.
- 6) Build and maintain a professional working relationship with onboard staff, shore support staff and contractors, ensuring all technical needs are given consideration

and feedback.

7) Pro-actively ensure all relevant M Notices, updates from engine manufacturers and Safety & Technical bulletins pertaining to the Engine department are read and signed to confirm understanding by all staff.

8) Ensure rigorous application of Permit to Work system.

9) Ensure reviews of Work Instructions, Risk Assessments and Checklist are carried out by designated due dates.

10) Ensure Main Engine and Auxiliary Machinery maintenance is kept up to date and full detailed records are kept in the Planned Maintenance System, to include class records.

11) Maintain records of all NOX related work on Main or Auxiliary Machinery.

12) Maintain records for Stern Tubes in accordance with In Water Survey legislative requirements

13) Maintain Refrigeration Gas Log in accordance with Company and legislative guidelines.

14) Maintain Flexible Hose Register and ensure company required timelines are fulfilled.

15) Ensure that there is sufficient fuels, lubricants and technical stores on board the ship for the voyages to be undertaken.

16) Maintain records of all Fuel and Lubricating Oils received onboard. Ensure fuel samples are managed within agreed Marpol and Company guidelines and issues are addressed

17) Oversee correct onboard management of waste oil and bilge water in accordance with MARPOL regulations. Ensure completion of relevant Oil Record Book entries by staff. Arrange disposal of waste oil via designated shore side contractors and maintain records of all discharges.

18) Ensure staff complete all maintenance work in a satisfactory manner with the efficient use of consumable stores and spare parts.

19) Ensure Hours of Rest legislation is complied with and that accurate records are kept. Monitor any additional hours necessary to ensure the safe and efficient running of the vessel in extraordinary or unscheduled situations.

20) Assist the Ship's Technical Manager in making up dry dock and repair specifications for annual dry docking/in-water-survey periods or other repair works. Maintain records of survey work and details of repairs done on any machinery.

21) Arrange for external contractors to carry out work if beyond the resources of ship's technical staff. Ensure all work undertaken by contractors is of a high standard and fit for purpose.

- 22) Submit all relevant information on technical matters to the Master for inclusion as part of Vessel's Fortnightly Report.
- 23) Ensure records are maintained of all Voyage details; Passage times, fuel consumptions and relevant machinery running hours and supply relevant information to Technical and Finance Departments.
- 24) Responsible for the monitoring and control of onboard Technical budget.
- 25) Originate orders for stores, spare parts using the PMS system and outside services for the technical requirements of the vessel. Regularly examine status of orders to ensure processing in expected timescale.
- 26) Ensure all new and overhauled spare parts are securely stowed and respectively marked within PMS system.
- 27) Direct, motivate, train and develop all members of the Engine Department in accordance with company standards and Merchant Navy Code of Conduct. Proactively identify and develop staff for future training and promotion where relevant.
- 28) Responsible for day to day management of performance and attendance of all engineering staff, including carrying out company disciplinary procedures and return to work interviews, in conjunction with Human Resources.
- 29) Liaise closely with Human Resources on any personnel and crewing issues.
- 30) Responsible for attending and proactively participate in meetings and training courses as required by the company.
- 31) Accurate completion of the Appraisal System (MHR 223) within the timescales.
- 32) Any other duties that the Master deems relevant or necessary.

**APPROVAL**

<b>Approval By</b>	Operations Director	<b>Signature</b>	
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