

Master - job description

Rank / Position	Master
Department	Overall Responsibility for all ship departments
Reports to	Ship owner, Charterers, BSM

Duties, Responsibilities and Accountabilities

The Master has the highest authority on board and is the Company's Representative.

Main requirements:

- Master (Reg. II/2 Par. 1-2)
- GMDSS Radio Operator (Reg. IV/2)
- Advanced Liquefied Gas Tanker Cargo Operation A-V/1-2-2
- Minimum of 3 years total sea time in rank (combined with Chief Mate)
- Minimum of 6 years total sea time on board of this tanker type. (combined with Chief Mate)
- Strong LNG cargo expertise. Preferably LNG and LPG experience
- Strong STS (Ship to ship operation) track record. Preferably under different circumstances (Underway, at anchor, with and without STS Master assistance)
- Cargo hose and LNG bunkering equipment handling expertise/ experience

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- Azimuth – Ship handling expertise.

Main Responsibilities:

- Overall safety of crew, ship and cargo at all times
- Production of berth-to-berth passage plans and safe completion of voyages
- Ensuring trading compliance and LNG bunker license compliance for the relevant ports
- Observes and enforces BSM's bridge manning levels
- Promotes a modern idea of bridge resource management similar to the setup in the offshore industry
- LNG bunkering/ STS cargo transfer pre-planning
- Ability to review and assessment of bunkering specific cargo documentation like Jpbo, compatibility assessment, optimoor mooring analysis
- Ensuring the ship remains in a high state of maintenance and in class at all times
- Preparation and positive outcome of external inspections (audits, SIRE, CDI, PSC, IAPH inspection)
- Efficient and economical operation of the ship and machinery
- Safe navigation and overall bridge management including OOW performance
- Crew training, career development and emergency drills

- Crew welfare, wellbeing, mental health, motivation and morale
- Crew disciplinary process
- Compliance with and enforcement of:
 - BSM’s Occupational Health and Safety Management System (OHS / SMS)
 - Environmental Management System (EMS)
 - Customer’s economical running requirements
 - All other international standards and regulations
- Issue and enforcement of appropriate permits to work
- Maintaining continuous communication with BSM
- Medical provision and support including use of external sources
- Coordination of emergency response internally and with external services including rescue at sea
- Management of bonded stores
- Assures that provision inventories are always up to date as well reporting and communication with Seachef
- Speaking up if / when unsafe practices or conditions are identified

Act as:

- Ship Security Officer:
 - Ensures compliance with the Ship Security Plan (SSP)

- Carries out regular security inspections and assessments
- Coordinates with Company Security Officer (CSO) on security matters

- Head of shipboard safety committee meetings
- Role model for leadership and exemplary personal conduct to all crew
- Mentor to all crew

Monitor:

- Ship's maintenance condition and maintenance programmes
- Performance of crew and ship
- Performance of navigational and cargo watch-keeping officers
- Implementation of work and rest hours
- Efficient cargo operations
- Ship spending, accounting and inventory
- Provisions inventory, feeding rate, Catering dept overall performance
- Changes to standards and regulations
- Behaviour Based Safety process and observations

Conduct regular ship inspections and keep records to ensure standards are continuously met with regard to:

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Safe working practices

- MLC
- Health and hygiene
- Crew welfare and recreation
- Crew operational performance
- Ship condition and pollution prevention
- BSM's Drug and Alcohol policy (and owner's requirements where applicable)

Ensure:

- Compliance with Minimum Safe Manning Certificate
- Validity of:
 - Ship certificates
 - Crew certificates
- Security of confidential material
- Thorough handover to relieving Master
- Fulfilment of charterer's and owner's requirements
- Correct recording in the Oil Record Books Parts I and II (as applicable)
- Crew appraisals are carried out in accordance with BSM's requirements

Other duties and responsibilities:

- Issue clear instructions to crew, including Standing Orders

- Familiarisation with all areas and aspects of the ship and its equipment
- Submit required documentation to external bodies, for example Flag State and Port Authorities
- Review BSM's SMS and EMS periodically and report suggestions to BSM
- Follow the requirements of the Competency Management System (CMS)

Report to BSM:

- Accidents and Incidents
- Near Misses, Unsafe Conditions, Unsafe Acts and Property Damage
- Non-conformities and deficiencies found internally or from external inspections
- Maintenance requirements and technical defects
- Work and rest hour breaches / records
- Ship accounting and stores
- Provisions inventories
- Other BSM specific reports according to company policy

Masters are accountable for any non-compliance of company policies and international regulations. They have overriding authority to deviate from company policy to save life, ship, cargo or the environment from danger. They must submit written validation of their actions to the company at the first opportunity.