



Job title Daughter Craft Coxswain (Master Category Area:2 UK Workboat)

Department Deck

Location Vessel

Reporting to Chief Officer

Description and Main Purpose of Job

Responsible for the safe and efficient operation of the Daughter Craft including HSE management, crew management, navigation, ensuring compliance with company procedures/policies, legislation, class and coding convention at all times.

Act as Daughter Craft Coxswain on assigned vessel (category 2 – UK workboat Code – 60 miles from Safe Haven).

The Daughter Craft Coxswain shall also undertake passenger/client processing activities and participate in general vessel operations and maintenance, as required by the Chief Officer.

Responsible for the planned maintenance of the Daughter Craft.

Acting as instructed by the Chief Engineer or Chief Officer when not involved in Daughter Craft activities, assisting with deck operations.

Undertake emergency response duties as required.

Main Duties and Responsibilities


All employees should make themselves aware of and understand their responsibilities as detailed within the integrated management system.

They should also strive to become fully familiar with the vessel's structure and layout; safety arrangements and requirements; and instructions and facilities.

Ensure that all safety and environmental protection requirements are met during all operations, in accordance with international, national and local legislation, Company requirements, and industry guidance and best-practice.

Has the overriding authority and the responsibility to make decisions with respect to safety and pollution prevention for the Daughter Craft and to request the Company's assistance as may be necessary.

Promote best practice in safety performance and facilitate and encourage continual improvement.

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Ultimately responsible for the safety of the daughter craft and the safety, health and welfare of all on board, and liaise with davit operator and launch party to ensure safe launch and recovery. Supervise and continually develop the competence of personnel working in boats under their supervision (including lifeboats and FRCs, if qualified to take charge of such).

Responsible for response to and full reporting of all Daughter Craft incidents and accidents, including medical or other emergencies.

Responsible for maintaining positive relationships with third parties (client’s representative, officials and other stakeholders) which plan or board the Daughter Craft, representing the ship’s owner best interests.

Complete all daily and pre-launch checks of boats and launching arrangements to be used.

Ensure compliance with external and internal HSE and Technical audits, including Port State Control when required to do so.

Lead toolbox talks for small boat operations.

Maintain boats in clean and tidy condition. Ensure the Daughter Craft’s certificates are valid, including equipment and inventory of associated PPE and loose equipment and report to the Chief Officer when required. In charge of safety equipment of activities and deficiencies with the 2/O on board.

To ensure that the daughter craft is fully equipped and ready in all respects to launch, and that there are sufficient quantities of fuel, oils, potable water, coolant and other consumables on board to last for the projected project and timescale.

To accurately maintain daughter craft radio, and other, logs as required by law and/or Company procedures.

Ensure a high standard of communication between Daughter Craft and shore and other vessels.

Maintain discipline on board the Daughter Craft.

Ensure that boats are washed down, engines flushed and boats secured for sea after operations.

Assist as required with the periodic review and update of task risk assessments and COSHH records as applicable to deck and small boat operations.

Other general duties, primarily on deck as required by the Chief Officer.

Health, Safety and Environmental responsibilities

All employees have a duty to:

- **Take reasonable care** for your own health and safety and that of others who may be affected by what you do or do not do;
- **Co-operate with your employer** on health and safety matters;



- **Correctly use work items** provided by your employer, including personal protective equipment, in accordance with training or instructions; and
- **Not interfere with or misuse** anything provided for your health and safety or welfare.

All employees shall participate actively in ALL **health and safety** activities and promote safe systems and practices as an integrated management approach to business.

All personnel are required to abide by the **environmental protection** processes in place and to actively participate in REDUCING, REUSING and RECYCLING schemes in place. All efforts to reduce emissions of Green House Gases through elimination, substitution, reduction or new / improved technologies must be considered through all activities.

Qualifications, certification and experience

Required

STCW REG A-II/3 (Master on ship <500 GT engaged on near-coastal voyages) Certificate of Competency.

Valid ENG1 (medical fitness certificate) or accepted equivalent

Personal Survival Techniques (STCW Code – Table A-VI/1-1)

Fire Prevention and Fire Fighting (STCW Code – Table A-VI/1-2)

Elementary First Aid (STCW Code – Table A-VI/1-3)

Personal Safety and Social Responsibilities (STCW Code - Table A-VI/1-4)

Proficiency in Designated Security Duties- (STCW A VI/6.6-8)

Proficiency in Advanced Fire Fighting (STCW A6/3)

Proficiency in survival craft and rescue boat (other than fast rescue boat) (PSC & RB)- (STCW A-VI/2)

Proficiency Medical first aid - (STCW A-VI/4-1)

Proficiency in Medical Care (STCW Code – Table A-VI/4-2)

GMDSS (IV/2)

At least one years' experience as Coxswain, or suitable experience within the company

Desirable

German Language – CEFR standard Level A2 for Conversational & Written

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Proficiency in Fast Rescue Boats (PFRB) - (STCW A VI-2-2)