



## Position Description

<b>Position Title:</b> 職稱:	<b>Oiler (Motorman STCW)</b> 加油匠 (符合航海人員訓練、發證及航行當值標準國際公約)
<b>Location:</b> 地點:	<b>Heerema – Greater Changhua Project – Vessel SunShine</b> 賀瑞瑪 – 大彰化離岸風電案 – 船 SunShine
<b>Entity:</b> 公司:	<b>Heerema Marine Contractors Taiwan Branch</b> 荷蘭商賀瑞瑪海事工程股份有限公司 台灣分公司
<b>Department:</b> 部門:	<b>Offshore Technical Crew</b> 離岸技術船員
<b>Environment Conditions:</b> 環境:	<b>Predominately offshore, living and working in close and communal confine in various weather conditions</b> 離岸為主, 生活工作在密閉狹小公用的空間並預期遇到各種天氣氣候.
<b>Work Environment:</b> 工作環境:	<b>Offshore Working Vessel – Expected to perform various emergency response activities, work in a rotating roster in both day and night shift. Work will be in various lighting and noise conditions with the expectation of manual handling.</b> 離岸工作船 – 預執行各種緊急事故應變措施項目, 白夜班交替輪值. 工作環境包括各種燈光配置、噪音狀態, 操作手冊將會提供.

### 1.0 LIAISES WITH 對應人員:

- Mechanics 機械工程師
- 4<sup>th</sup> Electricians 資深管輪
- Storekeepers 倉庫管理員
- Safety Officer 安全督導員
- Other Personnel as directed 其他船員

### 2.0 DIRECT REPORTS:

- Oilers, Integrated Ratings 機匠長

### 3.0 SAFETY CONTEXT 安全須知:

- All employee are expected to be conversant with, and work in compliance to all HMC policies and promote and contribute to a safe working environment  
全體員工都應遵守 HMC 的規範, 促進及維護安全的工作環境
- Commit to the overall health, safety and welfare of self and colleagues  
承諾於維護全體員工的健康、安全、福利
- To ensure all behaviors are in compliance with HSEQ requirements  
確保所有行為都遵守 HSEQ 的要求
- Proactive participation in project safety briefings and tool box talks  
積極參予安全需知以及工具箱會議

- Actively report and manage any unsafe act, condition or procedure or environmental unsafe acts and conditions to the engineers so that action can be taken to manage or minimize any and all risk  
主動報告和管理任何不安全行為、狀態、流程或者缺乏環安考量的工程任務，確保執行相對應措施將風險降到最低

#### 4.0 PRIMARY PURPOSE:

*The function and objectives of your team and how your role contributes to meet the Companies objectives:*

- The Engine Room Integrated Rating is responsible for assisting the Engineers and Mechanics with watchkeeping, repair, overhaul and routine maintenance work on machinery and heavy lift equipment. Performs daily equipment maintenance assisted by the oilers and integrated ratings, cleaning and lubrication of equipment as directed by the Engineer and for carrying out such orders in accordance with the applicable procedures in a safe manner.  
輪機室各級別船員責任為協助管輪與機匠監督、維修、翻修、例行維護機械與起重相關之設備。加油匠負責執行每日例行設備維護，根據管輪的指示在確認安全的狀態下做設備清理及潤滑。

#### 5.0 ACCOUNTABILITIES:

*Accountability is the acknowledgment and assumption of responsibility for actions, output, decisions, and policies within the scope of the role or employment position and an encompassing obligation to report, explain and be answerable for resulting consequences.*

The accountabilities include:

- Keeps a vigilant watch over the heavy lift vessel and cranes machinery operation  
值班確認重型起重船與起重機的正常作業
- Keeps the Duty Engineers informed about any irregularities discovered and the corrective action taken  
向管輪報告所有設備不正常現象以及採取的對應措施
- Informs Duty Engineer of consumables used and/or required  
向管輪報告已使用多少耗材或／以及所需數量
- Maintains a safe and clean Engine Room and Heavy Lift crane Machinery room  
維持輪機室起、重機構室的清潔與安全
- Ensures that the oilers and integrated ratings perform their tasks in accordance with the Engineers instructions and chief engineer's standing orders  
確保加油匠正確依據管輪長與其他管輪指示正確執行工作
- Assists with operations on deck and in the cranes involving the operation, repair and modification heavy lift installation hydraulic equipment  
協助甲板上的工作，尤其針對起重機相關的設備運作、維修、與變更起重的液壓設備
- Maintains working knowledge of the function and routing of the vessels piping systems and valves  
悉知船隻管道系統與閥門的功能與運轉

- Ensures that all operations within their area of responsibility are executed in a safe and efficient manner, in accordance with relevant IMO Resolutions (ISM/SOLAS), Client standards and best engineering practice  
確保工作範疇內的所有工作都依據 IMO Resolutions (ISM/SOLAS)、客戶的規範、工程作業守則安全有效率的完成
- Adheres to standing Orders posted by the Chief Engineer and ensures awareness and understanding of their contents, while adhering to all QHSE-related procedures  
遵循輪機長所給得指示同時提高安全意示，遵循 QHSE 規範
- Adheres to the Vessel's Permit to Work System for all jobs related to the Technical Department  
技術部門須遵循船隻簽證的工作系統
- Conducts daily, weekly and monthly check routines in accordance with the scheduling plans and as directed by the Duty Engineers. Corrects any fault(s) discovered  
根據輪機安排之行程表，進行每日、每週、每月例行檢查，如發現錯誤，立即反應
- Assists with maintenance whenever necessary and ensures any maintenance requiring the shutdown of machinery is done whenever the opportunity arises and as directed by the duty Engineers. This may include painting duties  
並要時協助維修，若維修需要利用設備為關閉狀態，有機會的時候，在輪機知情狀況確保設備關閉狀態下進行。包括油漆工作
- Assists with maintenance work on machinery and equipment in Engine Room spaces and accommodation (e.g. including but not limited to toilets, black and grey water drain systems, and air-conditioning systems) and Galley (e.g. including but not limited to food processing equipment, refrigeration systems and equipment), as directed and in accordance with the scheduled maintenance program  
協助維護輪機室、房間(包括但不限於廁所、汙水處理系統、空調系統)以及廚房(包括但不限於食物處理設備、冰箱設備)的機械與設備，根據維修行事曆
- Records all maintenance carried out in the maintenance recording system, as directed by the Assistant Chief Engineer Vessel or Engineer 1 Vessel  
根據維修記錄系統記錄所有完成的維修事項，由大管輪及二管輪二管輪負責指導
- Responsible for good housekeeping in the Engine Room, workshop and machinery, ensuring they are kept in a clean and orderly manner free of hazards  
負責輪機室的總務，確認所有控制台與機器的清潔並遠離危險
- Properly stores and secures spare parts and tools to avoid damage by humidity, corrosion or the Vessel's movements at sea  
正確儲放備品與工具，以防受潮

## 6.0 QUALIFICATIONS AND COMPETENCIES REQUIRED

All specific qualification, training and competencies that are required to perform this role are defined in the HMC Training Matrix. Please refer to Annex A for an extract of the Qualifications and Competencies required for this position.

### **HMC, Legal & Industry required training and certificates**

- All required Project, IIF and Vessel Induction Training
- HMC safety expectations
- HMC Work Management System
- HMC HSE System
- Basic Offshore induction
- Abrasive Wheel course
- Rigging Lifting Level 1 Course
- Fall protection, Working at Height, Working in confined spaces course
- IFF Dare to Care

### **Legal, industry & HMC required documentation**

- Passport 護照
- Taiwan Seaman's Book 台灣船員證
- Panamanian Seaman's Book 巴拿馬海員證(加分)
- Vaccinations (standard + specific per country) 疫苗記錄
- BOSIET including HUET, EBS and Crew Basket 離岸風店海域作業安全指引任證
- STCW Certificate of proficiency security awareness A-VI/6-1
- STCW and OPITO approved health certificate
- STCW Certificate of Competence A-III/4 (ER watch keeping)
- STCW Base Safety A-VI/1

### **Taiwan Mandatory Requirements**

- TOEIC 650

### **Additional Requirements**

- Forklift operator Course – Selected Crew

## **7.0 EXPERIENCE REQUIREMENTS**

- Minimum 3 year relevant Offshore heavy lift (>3,00mT) crane vessel experience  
至少三年於離岸重型起重(>3,000mT) 船上工作經驗

## **8.0 COMPENSATION AND BENEFITS 待遇:**

- Salaries:
  - Competitive Rate according to Taiwanese Law 依台灣船員薪級規定
- Day off:
  - 60 days on board / 30 days off
- Others:
  - According to The Seafarer Act in Taiwan 依據台灣船員法

### **Contact Information 連繫窗口:**

- Ms. Li 李小姐
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## Annex A – Engine Room Integrated Rating (Motorman STCW)

<b>Competency Register</b>
<b>(General Safety)</b> Employee must be competent in performing general safety requirements including:
Hazard Identification
Assessing Risk & Implementing control measures
Work in accordance with Permits
Correct use and maintenance of PPE
<b>(Emergency Preparedness)</b> Employee must be competent in performing emergency preparedness including:
Correct use of the muster board
Knowledge of the muster points and correct actions to take at an emergency muster
Correct actions to take during an emergency alarm
<b>(Responses to Minor Incidents)</b> Employee must be competent in performing responses to minor incidents including:
Spill kit location and the procedures for small spills or leaks
Fixed fire fighting appliances and activation methods
<b>(Human Behavioural Factors)</b> Employee must be competent in performing Human Behavioural Factors including:
Accepts advice and responds to directives
Proactive and uses initiative in the workplace
Work of a consistent quality
Displays sound and productive work ethic
Satisfactory safety behaviour
Leadership qualities or potential to be a leader
Team work orientated towards fellow workers
Positive attitude towards equipment (not abusive, respectful towards equipment)
Sound organisational skills
<b>(Planning)</b> Employee must be competent performing logical planning prior to performing work including:
Adequate safety planning
Equipment (including safety equipment) is selected and inspected according to procedures and purpose, unserviceable equipment and tools are segregated and reported
Environmental factors are correctly considered during Operations to ensure safety and productivity
All relevant personnel are informed of maintenance and repair operations and any potential disruption to operations is accurately identified
Calculations of Safe Working Load (SWL) and Working Load Limit (WLL) are correct and applied to all lifts
Replacement part numbers are verified and parts inspected / clean / fit for purpose
Correct type, grade and clean lubricants / fluids are used