

Human Resources • Vessel • Function Descriptions

Able-bodied Seaman

FUNCTION DESCRIPTION	
UNIT	All Vessels
POSITION	AB - Able Bodied Seaman
REPORTS TO	Chief Officer / Duty Officer / Bosun
DEPUTY	N/A
SUPERVISION	N/A
BASIC FUNCTION	Deck's rating
DUTIES AND RESPONSIBILITIES	

Operations / Maintenance:

- Do necessary maintenance / cleaning work ordered by Chief Officer / Bosun.
- Recovered defects, property damage or suggestion of improvements shall be reported to the Chief Officer;
- Keeps order and system within the vessel's deck-stores and equipment. Hereunder also hazardous substances record in accordance to instruction from the Chief Officer;
- Execute all orders given by the Master, Chief Officer, Duty officer or Bosun.
- On Board supply vessels: participates in loading/discharging offshore;
- Participate in mooring operations of vessel;

Watch-keeping:

- During bridge-watch; Reports to duty officer. Maintains look-out duties in accordance to Convention on the International Regulations for Preventing Collisions at Sea, 1972 (COLREGs) rule 5.
- Keeping watch in port as designated by Chief Officer.

HSEQ:

- Have a full understanding of the Safety Management System, including his/her responsibilities in the Safety Organization as per the Alarm Plan / Muster List;
- Responsible for their own safety and the safety of others while at work;
- Ensure for own and other-ones safety during work;
- Participates in RISK analyses;
- Is empowered to take steps to stop unsafe acts or conditions and correct them.
- Adhere to Siem Offshore's environmental policies, procedures and report any incidents related to the environment;
- Support any vessel or organisational environmental improvements;
- Is encouraged to exercise vigilance in respect of the environment and always contribute to the prevention of negative environmental impact;
- Inspects emergency equipment in accordance to Chief Officer's/Duty Officer's instructions and checklists;
- Participates in the vessel's emergency (preparedness) exercises in accordance to the approved Alarm Plan / Muster List;
- Duties in emergency situations in accordance to approved Alarm Plan / Muster List.

Personnel:

- Promote and maintain a good working relationship with other departments, third party personnel and Client Representative.

If delegated to the AB position as Watch Team Leader (WTL), the following applies in addition to the above:

- Lead on clearing, start and stop of all deck operations of relevant watch. I.e. confirms to OOW on bridge if/when "deck is clear" for hazardous/high-tension work proceeding;
- Lead on communication deck-bridge/installation/crane;
- Lead on watch-hand-overs to Bosun/Back-To-Back WTL at turn of the watches with highest focus on relevant safety issues/ongoing operations.

Competence / Qualifications

- Certification as per STCW and according to Flag State rules and regulations;
- AB shall at all times comply with his/her duty in accordance with rules and regulation of the flag state and IMO regarding watch-keeping.

Note: Responsible for upgrading his/her knowledge by taking an active part in and showing interest on the job training for next level.

References:

- STCW 2010
- Company policies, relevant procedures and goals & objectives

Note: The above is not a complete list of duties but a guide, as tasks and objectives may vary.

I confirm having read and understood my duties in accordance with this job instruction.

Date: _____ Position holder's signature: _____

No references

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