

# Job Description



Issued: 09.09.2014

Revision: 4

Revision date: 20.06.2019

Owner: Manager HR Fleet ENV

Approved by: Tino Hensel

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<b>xJob Profile</b>	<b>Job Title</b>	Environmental Officer
	<b>Rank</b>	Officer
	<b>Department</b>	Deck
	<b>Superior</b>	Master
	<b>Subordinates</b>	-
	<b>Aim</b>	The Environmental Officer is assigned a compliance role only and oversees the ship's environmental compliance activities with relevant maritime environmental legislation and Company procedure; he/she has no operational responsibilities and is a non-watch standing officer.
	<b>Educational Requirements</b>	Engine Officer license and/or an environmental/science-based bachelor's degree or higher. Successful completion of the annual Corporate Environmental Officer training.
	<b>Professional Experience</b>	First proven experience in the area of technical, organizational, or environmental protection preferably in the marine or shipping industry.
	<b>Professional Skills</b>	Competency/ Knowledge in Environmental Management (waste streams and processes, basics of sustainability, etc.) High result orientation and decision making Ability to work under pressure and emotional stability Ability to cooperate & willingness to change Good quality of work results Good administrative skills and ability to prioritize Good computer knowledge (MS-Office, Internet and Lotus Notes)
	<b>Certification</b>	Pls see attachment as extract of "D Mandatory Certification Matrix"

Competencies		1	2	3	4
Leadership	Goal-oriented leadership		x		
	Employee development		x		
Corporate	Economical thinking & acting				x
	Result orientation and decision making				x
Personal	Ability to cooperate & willingness to change			x	
	Ability to work under pressure and emotional stability				x
Health, Environmental, Safety & Security	Safety/Security awareness & sustainability				x
Professional	Orientation to guest and placing of the AIDA smile		x		
	Behavior of reclamation and feedback		x		
	Nautical / Technical skills				x
	Ship Safety Management		x		
	Quality of work results			x	
	Computer skills			x	

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1 = not relevant, 2 = less relevant, 3 = relevant, 4 = strongly relevant

Language Skills		0	1	2	3	4	5
		n/a	(A1 - A2)	B1	B2	C1	C2
	English					x	
	German					x*	
	Italian					x*	

\*preferable

According to Common European Framework of References for Languages

5	C2	Can understand with ease everything heard or read. Can express very fluently and precisely differentiating shades of meanings.
4	C1	Can understand a wide range of demanding, longer texts and recognize implicit meaning. Can express fluently and spontaneously.
3	B2	Can understand the main ideas of complex text. Can interact with a degree of fluency and spontaneity with native speakers.
2	B1	Can understand the main points of clear standard input on familiar matters regularly encountered in work, leisure, etc.
1	A1	Can understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type. Can communicate in a simple and direct exchange of information.
	A2	

### Main Tasks & Responsibilities

Duties include (but are not limited to):

1. Reports directly to the Master
2. Oversees the Environmental Compliance of the ship
3. Uses a direct line of communication with the Director Environmental (OLCM)
4. Periodically checks that the ship fully complies with the procedures of Carnival Global HESS-MS
5. Has unrestricted access to all areas onboard, unless otherwise precised in ENV1008
6. Carries out his activities according to the ENV1008, among this, on a constant basis:
7. Reports about environmental management and performance on board
8. Gives his assistance to internal and external auditor during environmental audits
9. Gives his support to all crewmembers in finding a solution to environmental related problems
10. Verifies that all types of waste, may they be liquid or solid, are properly segregated, managed and labelled until their landing, according to applicable laws and Carnival procedures
11. Conducts regular rounds, including Engine Spaces, Garbage Handling and food preparation areas
12. Is responsible to periodically check environmentally relevant Log Books to guarantee their compliance, in accordance to ENV1008
13. Is responsible to carry out Environmental trainings to all personnel on board, according to Company procedures.
14. Is responsible for completing and keeping the records of all the environmental training
15. Takes part to periodic meetings at the presence of the Captain and the other Heads of Department to discuss environmental issues
16. Guarantees the correct sampling of waste waters and other types of waste according to the agreed sampling protocols or as required. He is also responsible to archive and distribute onboard the sampling results received from the shore side offices
17. Checks that the Captain is promptly and properly informed about environmental incidents and that all incidents are notified to Shore side offices and relevant Authorities (local, state, federal, international) as applicable and as instructed
18. Submits reports on Environmental incidents and checks the correct follow-up and update of environmental incident reports created with the IT systems on board
19. Is the appointed liaison between the ship and shore side offices for all environmental related issues
20. Is responsible to send to the relevant shore side office the monthly environmental data according to the agreed procedure and timing
21. Assists the Captain and the Environmental Director to answer questions or complaints from guests or crewmembers about alleged environmental misbehaviours
22. Is responsible to spot check on external contractors working on board, in context of

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- relevant environmental issues and checks records of instructions given to them
23. Is responsible to monitor the follow up of environmental findings
  24. Is responsible to keep ship specific Environmental documents up to date

### Safety Duties:

25. Facilitate a work environment that supports a successful safety culture. Is responsible for ensuring that his/her team implements and maintains an effective Hess management system.
26. Enforce and promote Safety procedures in the team/Department under responsibility
27. See procedure ENV 1008 and POL 1010 (ECP) for detailed list of tasks and responsibilities and further guideline