

POSITION TITLE	GSC Assistant Technical Manager	POSITION GRADE	Manager
MANAGER'S TITLE	GSC Technical Manager	DEPARTMENT	Port Operations

POSITION SUMMARY

Responsible for helping and also assisting the Technical Manager on the Island, regarding technical operation matters. The GSC Assistant Technical Manager reports to the GSC Technical Manager regarding operation and technical functions.

In order to consistently exceed guest expectations and provide the highest levels of product and services, additional duties and responsibilities may be assigned as needed.

NCL'S PHILOSOPHY OF S.T.Y.L.E. – Service Teamwork and Yes Lead to Excellence

In accordance with Norwegian Cruise Line philosophy, all team members work together sharing in a common goal of a successful, profitable and innovative company. Team members are to demonstrate integrity, fairness and honesty. These are our core values that we will live by in our daily interaction with all of our external and internal customers. All team members are to demonstrate and role model all the principles of S.T.Y.L.E.

PRINCIPLES OF STYLE

Service, Value, Innovation, Shareholder Value, Health/Safety/Environment, Community Involvement.

MOTTO

We are selling vacations and delivering dreams.

ESSENTIAL FUNCTIONS

Assisting the Technical Mgr. with all Island technical equipment, machinery, etc. including all Tender Boats, purchasing and inventory control. The present position of assistant Technical Manager, does not presently serve as Technical Manager, when the Manager is off the island, or on vacation.

- Assisting, and supporting the technical department with the maintenance as follows:
 - All systems relating to safety/security for the Island including all boats.
 - All technical matters relating to meet USPH requirements, etc.
 - All Hotel services, including pools, spas and galley/laundry equipment.
 - All boats and related equipment.
 - All firefighting and sprinkler equipment
 - All fire equipment to be visually inspected once a week to ensure equipment is available when needed. Keep log of all fire extinguishers, date inspected, etc. All fire pumps to be started every 2 weeks.
- Assisting, and supporting the Safety and Security in his/her department. He/She is also actively involved with maintaining all machinery and equipment in good operating condition and that it meets all requirements and regulations by the

regulatory bodies concerned. Shall ensure that safety measures are taken to protect personnel and property.

- Assist with service and change oil on the generators and all other utility machinery such as tractor, lawn mower, tools, etc., in reference with manufacturer's specifications. All used oil from all equipment including generators, must be delivered to the ship for proper processing.
 - Keep generator room clean. No hazardous material is to be stored in the generator room.
 - Responsible for the day's tank. Always keep at safe level of diesel.

 - All fuel filling equipment to be kept locked at all times. Safety precautions are to be followed in operation and protection of fuel tanks.
-
- Assist technical manager with the budget preparation and follow up in his department.
 - Assist technical mgr with the AMOS System, regarding identifying required maintenances, and help with updating Amos when task actually completed.
 - Assist with all technical stores, parts and supplies, inventory control and purchase requisitions.

 - Responsible for ensuring that Change Over reports are completed and submitted to the Marine Operation before signing off the Island. He/She must make sure that his relieve is fully informed about all operational details and pending items.

 - Responsible for ensuring that all repairmen, motormen, oilers and technical assistants in his/her department are familiar with their duties and can carry them out.
 - Responsible for ensuring that all crew in his/her department records and logs are properly maintained
 - Support the technical department in ensuring that the technical plant is operated in a safe and economical manner.
 - Must be familiar with the Island Operation Manual, Safety and Environmental Protection Policy and the SEMS, and carry out the policies and procedures appropriate for his/her position and follows the SEMS applicable to his/her position and department.
 - Provide support in maintaining the operation in reference with the environmental systems in accordance with all applicable regulations and policies.
 - Shall report/inform the GSC Technical Manager of any irregularities observed/discovered, as well as any modifications/projects that are being planned.

- Under no circumstances shall any modifications or projects be carried out without the consent of the GSC Technical Manager.

DIMENSIONS

The GSC Assistant Technical Manager is responsible for supporting the technical department in ensuring that the Island and all boats is operated and maintained to the highest possible standard.

- The GSC Assistant Technical Manager must try his/her best in ensuring that the Island including all boats are operated and maintained to the highest possible standard

NATURE AND SCOPE

- Provide support for the technical operation of the Island.
- Provide support for the technical aspects of hotel services.
- Initiates and maintains effective employee relations at all times.

QUALIFICATIONS

- 1-2 years relevant experience.
- Fluent in English (written and verbal).

LICENSES – THE FOLLOWING LICENSES ARE REQUIRED TO CARRY OUT THE DUTIES OF THIS POSITION:

- Unlimited 3rd Engineer License

CERTIFICATES

- Welding Certificate
- Valid Medical Certificate
- Valid C1/D Visa
- Bahamas work permit

STCW – Company Required Certificates

- Basic Safety Course
- Medical First Aid
-
-
-
- Basic Safety Familiarization (On Assignment)
- Island Specific Familiarization (On Assignment)

- Respiratory Protection

For U.S. Flagged Ships prior to joining NCLA ships:

- n/a

EDUCATION

- NCL will accept the education in case by case at the time of hire.

ATTRIBUTES

- Must have a tidy appearance and good hygiene
- Respect for all co-workers and guests
- Pride in your work by creating positive energy, excitement and fun
- Able to work 7 days a week
- Demonstrate positive behaviors, smiling, being polite and courteous
- Able to develop a camaraderie with team members

PHYSICAL REQUIREMENTS

- While performing the essential functions of this job, all team members are required to stand; walk long distances on the ship; use hands to touch, handle or feel; reach with hands and arms; talk or hear and taste or smell.
- All vessel positions require repetitive motion of bending, climbing, going up and down stairs and lifting more than 25 pounds. This job requires specific vision abilities to include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- All team members must be physically able to participate in emergency life saving procedures and drills. All vessel positions require full use and range of arms and legs as well as full visual, verbal and hearing abilities to receive and give instructions in the event of an emergency including the lowering of lifeboats.
- Work within different temperature changes – indoors to outdoors.
- Able to pass basic safety course.
- This is a minimal description of duties. Other work requirements may be necessary and assigned as business or maritime law dictates.