# **STEINER | Recruitment Process**

# **Process of Candidate Application via a Regional Recruiter**

# Q1. What happens after my application is completed online?

A1. Once your regional recruiter receives your application form, you will be emailed information on your interview.

# Q2. What happens at the interview?

A2. You will be interviewed, asked to fill in various forms and to carry out a practical trade test.

Applicants should be dressed in the appropriate uniform / footwear and have all
information at hand to complete the forms accurately. If tools are needed for your
trade test, you must ensure you have them with you. Massage beds are provided.

### You will need:

- A recent photo of yourself
- · Photocopies of your certificates and qualifications
- · Bank details
- · Passport details
- Tools for your trade test

#### Q3. How will I know if I am successful or unsuccessful at the interview?

A3. If successful you will be sent a starter pack with a C1/D visa letter and contract. You will then be asked to apply for a Criminal Record Background check. If you are unsuccessful at the interview then you will be sent an email to inform you that your application has been denied.

### Q4. Why do I need a C1/D Visa Letter & Contract?

A4. All applicants must apply for a US visa to enable you to work on ships. To obtain this visa, you will need to book an interview with the US Consulate, in the country you reside in, During this interview you will be asked to produce the C1/D letter and contract, supplied by Steiner, as proof of your reason for travel.

Q5. What happens if I fail my Criminal Record Background check and C1/D visa interview? A5. We are unable to offer you training if you fail your Criminal Record Background check and are without a C1/D visa.

# Q6. What happens after receiving my C1/D visa and I pass my Criminal Record Background check?

A6. You will now be asked to attend a Norwegian Medical at the London Academy. If you reside in Australia, New Zealand, South Africa or Philippines you can obtain this in your own country.

# Q7. Why do I need a "PEME"?

A7. This is a Maritime standard requirement.

# Q8. What happens if I fail my "PEME"?

A8. If you fail your "PEME" we are unable to offer you training or employment.

# Q9. What happens if I pass my "PEME"?

A9. If you pass your "PEME" you will be invited to attend training at the Steiner Training Academy in London. You will be asked to purchase an air ticket to London and to purchase medical insurance. You will also be asked to organize a £400 bank transfer for your training fee and £40 for the uniform you will wear whilst in training. Once you have completed the above you must email proof of payment to your regional recruiter – failing this you will not have a place at the Academy and accommodation will not be reserved for you.

#### Q10. What other costs are involved?

A10. The hotel cost when joining your ship will be no more then £100. The uniform appropriate to your ship will be approx. £80 (\$140 the cost of uniform will be recovered from your salary, this is not required to be paid up front).

# Q11. How do I arrive at my accommodation when arriving at Heathrow?

A11. Please check the maps and directions page of this website.

# Q12. How do I get from the YMCA to the Steiner Training Academy?

A12. Please check the maps and directions page of this website.

# Q13. When do I arrive at the Academy?

A13. You will arrive in England on Sunday and will join the Academy on Monday. Please do not come to the Academy on Sunday, as it will be closed.

### Q14. How long will I be in training before being assigned to a ship?

A14. Your training can be a maximum of 12 weeks but this will vary from profession to profession and availability of positions onboard the ships. Most students are on board within 4/5 weeks.