



Accommodation Facilities Manager

Stena Drilling is delighted to be commencing operations offshore Newfoundland and Labrador, Canada for an anticipated six (6) month drilling campaign onboard the Stena DrillMAX Drillship.

There are currently temporary opportunities for 2 Accommodation Facilities Managers, working on a 28/28 on/off rotation.

Business Address: 701-10 Fort William Place, St. John's, NL, A1C 1K4

Work Location: Onboard the Stena DrillMAX Drillship, offshore NL. *Please note there is a possibility that successful candidates will be required to join the drillship overseas at an international location prior to mobilizing to NL.*

Wage: \$54.93 CAD per hour

Benefits: Dental, Life, Medical, Vision, and where applicable, Offshore Allowance.

Job Duties:

- Manage the Catering Department to required levels of ISO accreditation
- Responsible for maintaining accommodation areas in a clean and sanitary condition at all times.
- Coordinate daily with Heli Admin on the daily POB forecast, crew change schedules and accommodation bed movements to ensure all cabins are serviced and available at all times.
- Maintain and record the cleanliness of the floors walls and ceilings in with company procedures and safe systems of work.
- Ensure a high standard of housekeeping in living quarters, meeting company standards at all times. Ensure chemical store is kept clean and tidy and that all MSDS are available at all times to the crew.
- Accompany supervisor on daily and weekly inspections of areas of your responsibility and Notify line supervisor of any defects or maintenance requirements within areas of responsibility
- Assist in unloading containers and ensure that all tasks involved are completed in line with both the company and client risk assessments as well as onboard safety policies and procedures.
- Plan and monitor the daily cleaning schedules for all common areas, establish floor stripping and polishing programs for all required areas on board the vessel.
- Ensure all duties and responsibilities are undertaken in full compliance of the Health and Safety at Work Act and report all accidents incidents and injuries.
- Responsible for waste segregation in accommodation areas whilst ensuring the crew adhere to all PPE requirements when handling and transferring waste to designated areas.
- Motivate, manage, train and monitor staff under your control by proper allocation of duties and responsibilities.
- Manage cleaning stocks and ordering.
- Provide management support to the Unit Manager if required.
- Repair maintenance including the purchase of spare parts, replacement of stock storage and distribution
- Manage the deep cleaning program onboard
- Carry out additional duties and any other tasks within your competency, such as the unloading of containers.

Skills, Education, and Experience:

- Intermediate Food Hygiene Training
- 15 years minimum suitable experience as Accommodation Facilities Manager on Semi-submersible units, Drill ships, or appropriate Catering and Hotel Services experience
- Knowledge and competency in the use of cleaning materials and chemicals as approved under COSHH regulations
- Canadian BST/r
- Regulatory Awareness
- H2S Alive
- WHMIS 2015
- Suit Fit & Face Fit
- Canadian Standard First Aid, CPR & Defibrillator
- Cooks Ticket
- Food Handler Certificate
- Seafarer's Book
- STCW Proficiency in Designated Security Duties/Awareness
- Fluent in English, including reading and writing

How to Apply

Your resume, relevant certifications, and a copy of your passport or permanent residency card should be sent to canadacareers@stena.com with your name and the position you are applying for in the subject line.

Please note that only Canadian citizens or Canadian Permanent Residents will be considered, no exceptions.

Resumes must contain the following information:

1. **Personal Information** – Name, Nationality, Province/Territory of Residence, Phone Number(s) with area code(s), and Email address
2. **Education/Training** - Name and location of training institution, dates attended, name of completed program.
3. **Experience** - Name and location of company worked for, units worked on (type and name), dates of employment, job title(s), and brief descriptions of your main duties/responsibilities while in each position.
4. **Offshore certificates** – Attach all certificates you currently hold (that are valid) as per the “Skills, Education, and Experience” section above.

Please be advised that successful applicants will be required to complete mandatory training ahead of joining the drill ship.

Thank you for your interest in Stena Drilling. Your application will be reviewed, and we shall revert accordingly should you be shortlisted.