

**Job Title:** Second Officer

**Job Purpose:**

The Second Officer will support the Chief Officer in the vessel maintenance program, ensuring safety, lifesaving and firefighting appliances are adequately maintained and ready for immediate use. He/she will ensure bridge navigational equipment, radio equipment, navigational and bridge publications are maintained and up to date.

The Second Officer will maintain safe navigational watches at sea, at anchor and whilst the vessel is engaged in DP operations.

**Reporting lines and interactions:**

Hierarchically reports to: Master

Operationally reports to: Chief Officer

Directly supervises: N/A

Key interactions  
(internally, externally): Second Officer, Chief Officer, Senior Chief Officer

**Job Scope (budget, management, specific criteria):**

- DP Operator reporting to the Senior DPO
- Maintaining the navigational safety of the vessel at all times
- Ensuring the continued safety of the vessel whilst in port
- Understudy the Chief Officer at all available opportunities and work to develop proficient ship handling
- Ensure own operational competence with all navigational, bridge, safety and security systems onboard
- Assist Master in controlling emergency situations
- Undertaking HLO duties as required
- Ensure all navigational equipment is functioning correctly and preparation of the bridge for sea and port arrivals
- Preparation of passage plans and upkeep of charts and publications
- Assist HSE Advisor and Medic/Admin as required with inductions and familiarisation
- Assume the administrative duties of the Medic/Admin when they are not carried onboard
- Assist Safety Officer in his safety duties as required
- Review safety notices, T-MOS circulars and the BMS intranet/bulletin board upon joining and re-joining the vessel
- Designated GMDSS operator
- Maintenance and renewal of lifesaving apparatus and firefighting apparatus in conjunction with the

Chief Officer

- Other duties as directed by the Master

**Main accountabilities:**

- Account for own activities, accept responsibility for them and disclose the results of own work in a transparent manner
- Recognise the ownership of health, safety and environmental control within their sphere of activity and lead by example
- Comply with the IMCA guidelines as required by the company

**Qualifications (professional, technical, academic):**

Essential:

- OOW (unlimited) Home Country STCW (Reg II/1) Certificate of Competency
- Unlimited DP Operator Certificate
- Generic Skills
- Computer literate, proficient in Microsoft Office Suite (Word, Excel, PowerPoint and Outlook)
- Good communication skills in English
- Ability to work in multinational environment

Preferred:

- Chief Officer (unlimited) Home Country STCW (Reg II/2) Certificate of Competency
- HLO Certificate

**Typical background and experience required:**

Essential:

- Second Officer/DPO experience on offshore vessels
- Knowledge of IMCA publications in relation to DP

Nice to have:

- Previous experience with Kongsberg DP systems
- Chief Officer/SDPO experience on offshore vessels

**Additional information:** N/A