

TRINITY HOUSE
JOB DESCRIPTION

Job Title:	Engine Room Assistant
Reporting to:	Second Engineer Officer
Post No:	9085 - 9088
Directorate:	Operations
Location:	SVS

PURPOSE OF JOB

To Support the Engineer Officers, assisting in delivering the maintenance, the safe and efficient operation of all Shipboard Operations.

MAIN ACTIVITIES AND RESPONSIBILITIES

1. Shipboard Maintenance and Operations

- Assist the Engineer Officers with Machinery overhauls;
- Carry out greasing routines as required;
- Carry out maintenance of fire flaps, dampers, watertight doors and hatches, tank and bilge alarms;
- Maintain Machinery spaces in a clean state;
- Check and monitor machinery oil/water levels;

2. Fuel and Ballast Operations

- Assist the Engineer Officers in receiving and transferring fuel oil both externally and internally;
- Take fuel and ballast soundings and complete relevant documentation;
- Receive and transfer Lub oil from external to internal storage tanks;
- The taking on and transfer of ballast.

○ **General**

- Assist Chief Engineer refuelling helicopter and Lighthouse/Light Vessel Stations;
 - Assist Engineer Officers with the maintenance and use of Lifting equipment;
 - Maintain tools in good order;
 - Be responsible to the Second Engineer for the ordering of Stores through the Vessels Planned Maintenance and stores system;
 - Raise and close out work orders from the Vessels planned maintenance system.
 - Adhere to stated policies and procedures relating to health, safety, and environmental and quality management.
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SCOPE

- Member of the Ships Technical Team.
 - Learn and Develop as an ERA whilst contributing to the efficiency of the Technical Department.
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TECHNICAL SKILLS

These will form a key part of your Technical Skills within the Performance Management process

- An Engine Room Watch Certificate (Merchant Navy or Royal Navy);
 - A valid ENG 1;
 - An understanding of the ISM and Shipboard Safety Procedures;
 - Ability to work with the Engineer Officers, but also unsupervised;
 - Ability to work with the Vessels Planned Maintenance and Stores System;
 - Computer Literate;
 - Understand Pipe System Drawings.
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BEHAVIOURAL SKILLS

1	Planning and Organising	Level B
2	Judgement & Decision Making	Level B
3	Interpersonal & Communication	Level B
4	Team Working and Co-operation	Level B
5	Professionalism	Level B
6	Creativity and Flexibility	Level B
