

## Shift Superintendent

Verification of competence, education and training



Candidate Name:	
Date of birth:	
Candidate email:	

I confirm that the person detailed above:

- 1 Has been employed by \_\_\_\_\_ (company name)
- 2 At the position of \_\_\_\_\_  
  
Between the dates of \_\_\_\_\_ and \_\_\_\_\_
- 3 Totalling approximately \_\_\_\_\_ offshore days
- 4 I can confirm that the person holds a valid and authentic academic/trade qualification (where applicable) for the position at which they are employed (*please provide copies of certificates*).
- 5 In my view the person has demonstrated the skills necessary to be deemed competent at the above grade in accordance with IMCA guidelines (if applicable) and within MTCS Competencies (listed on sheet 2). I would therefore like to recommend that they be assessed for the grade (please provide copies of recent appraisals/performance reviews).
- 6 The person has a valid offshore medical and survival suitable for the geographical area in which they work (*please provide copies of certificates*).

Witness name:		Position:	
Witness signature:		Date:	
Witness email:		Witness contact no:	
Company name / address:			
MTCS (UK) Ltd <a href="mailto:enquiries@mtcs.info">Email: enquiries@mtcs.info</a>		Tel: +44 (0)15394 40200 <a href="http://www.mtcsuk.com">www.mtcsuk.com</a>	

## Job Summary:

A Shift Superintendent is regarded as someone who can manage the team in order to achieve outcomes as required by the client and contracting company.

The Shift Superintendent must also be proficient in most aspects of management and this is therefore assessed within this grade as an ongoing competence.

The Shift Superintendent is expected to coach and assess colleagues in all aspects of operations and maintenance. Shift Superintendent may apply for formal assessment qualifications which are awarded by the awarding body EAL. They are however assessed on their assessment skills within this grade in line with IMCA requirements.

## Entry Level Specifications:

- Valid and current offshore medical certificate that is acceptable in the region of the world in which they are employed
- Valid and current offshore survival certificate that is acceptable in the region of the world in which they are employed
- Achieve 540 days offshore experience at Deck Foreman grade
- Have a minimum of 72 months in the industry

## Competencies:

- 1) The ability to operate the company safety management system in the workplace
- 2) The ability to co-ordinate the team during an emergency situation in the workplace
- 3) The ability to coach personnel, assess their skills and implement effective management techniques in the workplace
- 4) The ability to liaise with the client and shore based management personnel
- 5) The ability to implement and manage company quality systems in the workplace