



Miclyn Express Offshore (MEO) is a leading provider of a wide range of assets and services to the offshore oil and gas industry across South-East Asia and Middle East. The company is headquartered in Singapore, and has businesses in Saudi Arabia, Qatar, UAE, Indonesia, Malaysia, Brunei and Thailand. MEO has been operation through its predecessor entitles since the 1970s. We are available at www.meogroup.com.

We are looking for a talented candidate for the following position:

Senior Executive Crewing

The role reports directly to the General Manager, Operations in the following duties:

Job Description:

- Monitor existing crews “days on board” on the “Marine Crew Change Matrix” and propose their replacement
- Evaluate CVs of crews of all ranks to General Manager, Operations / Group Crewing
- Supervise the application of COEs for foreign flag vessels
- Board vessels at our shipyard to enquire on crews’ welfare and their needs
- Ensure crewing compliance to various clients’ requirements
- Ensure selected/deployed crew are fit for service
- Recommend to Management the Bonus/Incentive system for crew retention
- Update Group Crewing on the current market salary rates for local Malaysian seafarers
- Monitor crewing expenses and training are within budget
- Administer the flag state requirements, visas/work permit
- Conduct vessel visits to ensure shipboard operations and crew living conditions are in full compliance with Maritime Labor Convention, addressing any concerns of crew
- Support and assist to build up the localization pool
- Ensure administration is in compliance with local tax liability, P&I cost and/or medical claim document for the crew staff

Job Requirements:

- Minimum 2-3 years relevant crewing experience
- Minimum Diploma

MEO is committed to offering our employees a safe, engaging and fulfilling workplace, with considerable opportunities for advancement.

If you are interested in joining our team, please submit your detailed resume to recruitment.sg@meogroup.com with information on current salary, expected salary and date of availability.