



For almost 30 years, the core business of the Harren & Partner Group has been comprehensive ship management. With our 250 employees and our own diversified fleet of about 70 specialized vessels like Tankers, Container Feeders, Heavy Lifters, Bulklers and Offshore Vessels, we offer a full range of customized transportation solutions. The recruitment and management of our own seafarers as well as close contact to our crewing partners in Istanbul, Riga and Manila are crucial success factors for the qualification and satisfaction of the international crew. For our **office in Bremen (Germany)** we are currently looking for a:

## Crew Operator (m/f/d)

### Your responsibilities:

Within the team you are in close cooperation with the technical inspector and the ship operator. Furthermore, you are in direct contact with the vessels and the crew agencies. Your main task is the supervision of the seafarers and the connected activities:

- Coordinate the crew planning with the inspectors and the ship's command
- Organization of crew changes including flight/hotel bookings and visa formalities as well as communication with international agencies
- Career planning of the officers (regular review of the assessments of board, if necessary initiation of trainings)
- Examination and application for the necessary documents (flag state documents, German flag etc.)
- Selection of the crew members
- Ship visits
- Collaboration with external crew managers and agencies
- Invoice auditing
- Data maintenance

### Your profile:

You have completed a commercial apprenticeship, ideally as a shipping merchant (m/f/d), and have already gained experience in crewing or human resources. Alternatively, you have undergone a nautical education and made appropriate work experience. You have a high affinity for working with people and are characterized by a careful, structured and team-oriented way of working. You want to work long-term in a future-oriented, international shipping company and also have the following proficiencies:

- Very good English
- High motivation and resilience
- Safe handling with the usual EDP programs, ideally also first experiences with HR software

### We offer you:

- A varied and responsible job in our crewing team
- A modern workplace
- A performance-related remuneration

### Have we piqued your interest?

Then please send us your detailed application documents in electronic form stating the earliest possible starting date and your salary expectation to: