

Πρακτική Άσκηση στον φορέα: **Cardiff Gas**

TMS Cardiff Gas is a corporation with offices in Greece that was formed in 2011 and currently manages an LNG fleet of 16 vessels. TMS Cardiff Gas has a DNA stemming from more than 30 years of traditional ship-management services coupled with engineering and offshore project management expertise and a highly experienced team of LNG professionals with common culture and values.

With a modern high specification & modern fleet coupled with an operating high standard, our goal is to be the LNG provider of choice for our customers' LNG cargo needs. Whether your requirements are for spot cargoes, medium and long term transportation or storage projects, we offer first class service coupled with a commercial mindset always putting reliability, safety and environmental awareness as our top priorities.

We are currently seeking for our company two (2) candidates to do their Internship as Technical Assistants with the following accountabilities:

**Accountabilities:**

- Assists the development of reports concerning the operational status of the vessels and the maintenance activities performed and updates the technical files of all vessels, in order to support the timely provision of information to clients and management, as well as keep good record of all technical activities on vessels.
- Reviews that all vessels possess the required certifications and informs accordingly the Fleet Superintends for issues of consideration, in order to support the legitimate operation of vessels.
- Informs seafarers for all changes in the operational status and technology, as well as for all preventive measures/practices adopted and assists in the provision of guidelines and clarifications regarding the proper use of machines and vessels equipment's, so as to avoid accidents and implement Company's technical procedures and standards.
- Maintains the accurate recording of all maintenance activities in TCG's Computerized Planned Maintenance System (PMS), identifies overlaps, and provides support, if required. Liaises with IT third parties providers to enhance PMS efficiency, effectiveness and quality throughout procurement operations.
- Assists in the execution of the programmed and ad hoc visits to the assigned vessels, by timely and adequately communicating with all individuals implicated, to ascertain their availability and attendance and by undertaking all the travel arrangements involved in the transfer to/from vessels, as per company procedures, in the most cost effective way.
- Provides all the required information and data, as directed by supervisor, for all inspections and/or visits, thus contributing towards their proper and accurate conduction, enhancing Company's' credibility and corporate image.
- Supports the preparation of all necessary reporting following the technical inspections and visits of vessels and assists in the development of reports regarding vessels technical developments, progress and current conditions etc.
- Contributes to or/undertakes special projects according to Technical Department's needs and takes all required actions to ensure their successful completion.
- Updates all processes, procedures and legal documents with latest approved changes and/or modifications.
- Coordinates the service attendances for scheduled annual service visits by third parties.

**Education & Qualifications:**

- Degree in Naval Architecture, Marine Engineering or Mechanical Engineering or Chief Engineers' License; or equivalent related field from an accredited college or university

**Job-Specific Skills:**

- Communication and interpersonal skills
- Organizational skills
- Team work and cooperation
- PC literacy
- Fluency in Greek and English

CVs should be submitted to [hrcvs@tms-cardiffgas.com](mailto:hrcvs@tms-cardiffgas.com)

Also two (2) candidates for Assistant at Technical Department:

**Accountabilities:**

- Implement, maintain and improve the Company SQEMS, ensuring that all vessels are operated in accordance with Company policy and procedures in respect of technical issues, with particular emphasis on safety & environmental excellence.
- Monitor the technical performance of Company Vessels and maintaining relevant records.
- Maintain the Company Computerized Planned Maintenance System (PMS) in good working condition.
- Develop and maintain records of equipment and machinery on board Company Vessels in the Company computerized PMS (Vessels specific PMS).
- Update lists and documents related to Key Performance Indicators.
- Carry out specific technical tasks as assigned by the Technical Manager.
- Briefing and de-briefing officers and engineers and evaluate their performance, as appropriate.

**Education & Qualifications:**

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Positions have also been uploaded to Atlas.

I am always at your disposal should you need any further clarifications.