

JOB DESCRIPTION

SAFETY & COMPLIANCE OFFICER

About Riela

The Riela Group provides specialist services to businesses and UHNWI's in niche areas such as superyacht management, Cyber Security, Managed IT and Corporate Services from our offices in Ballasalla, IOM and Fareham, UK. We use state-of-the-art technology solutions to ensure that we provide the best possible service to our clients and that their high value assets are operational, safe and compliant with all applicable regulations. We have a successful track record stretching back more than eighteen years and our core values of integrity and support are interwoven into everything we do across the Riela Group.

About the Role

Reporting to the Safety & Compliance Manager, you will be responsible for the day-to-day support to the Safety and Compliance Department, including monitoring of the following, crew and vessel certification, regulatory compliance and communications. Additionally, you will also be actively involved in the development and maintenance of our award-winning electronic Safety Management System (eSMS), liaising with our Yacht Managers and forms part of the Emergency Response Team.

Duties Include but Are Not Limited To:

- Maintain up to date list of current crew serving on Clients' yachts and ensuring that they are correctly certified for their appropriate roles.
- Maintain up to date list of statutory certificates of Clients' yachts and ensuring that they remain valid.
- Assist Crewing and Recruitment Departments with any crew related queries that they may have.
- Assist with the onboard safety and security management of clients receiving these services from us.
- Review yachts' safety and security reports and returns, collate, draft and send feedback message as required by the Safety & Compliance Manager.
- Drafting and despatch or forwarding of any International, Flag, Class, Port State or Company generated safety related messages to the Fleet.

Skills and Knowledge

- Highly motivated to provide and clients and crew with exceptional levels of service.
- Possessing an above average level of practical knowledge of the international and national maritime regulations (STCW, SOLAS, Maritime Labour Conventions) and a sound understanding of seafarers' certification process.
- Previous experience at sea in the Engineering or Deck Departments
- Systematic work approach and attention to detail.
- Good knowledge of the English language is required.

What the Company Offers

- Excellent salary and benefits package including contributory pension, bonuses, and private health
- 22 days holiday allowance which increases by one year-on-year up to a maximum of 27 days.
- Ongoing training and personal development.



Ideally, the successful candidate will be based in the Isle of Man or be within commuting distance from our Fareham (UK) office. However, the possibility of working remotely may be considered.

If you are a strong match to the specific requirements for this role then please apply by emailing your CV **and** covering letter as soon as possible to hr@riela-yachts.com. Candidates who are not a close match sadly cannot be taken into account.