



GMOS WORLD

"Strategic Sustainable Solutions for a Stronger Maritime Industry"

Job Description

Crewing Manager (Marine HR) – GMOS World

Date: 07th June 2025

Location: Delhi NCR / Dehradun

Reporting to: Crewing Director

About GMOS -

As a boutique firm, we offer owners a deeply personalised and agile partnership—free from the inertia of large corporate structures. Our size is our strength: it allows us to act swiftly, stay closer to our clients, and offer true transparency powered by digitisation and real-time data sharing.

We are built on principles of ethics, integrity, and accountability. Our clients trust us not just to manage ships, but to safeguard reputations, crews, and long-term value.

Whether navigating today's commercial complexities or preparing for tomorrow's decarbonised fleet, we are your strategic ally at sea and ashore.

Job Summary -

The Crewing Manager is responsible for the strategic leadership and operational execution of all crew management functions across the company's managed fleet. This includes crew planning, recruitment, training, budgeting, compliance, and performance management. The role ensures vessels are manned with competent, certified, and motivated seafarers in accordance with international regulations, client expectations, and company standards.

Key Responsibilities -

Strategic Crew Planning & Deployment

- Develop and implement long-term crewing strategies aligned with vessel schedules, client SLAs, and budgetary targets.
- Maintain and monitor crew matrices for each vessel, ensuring compliance with flag state, STCW, and client-specific requirements.
- Forecast crew availability and succession planning to minimize off-hire risks and ensure continuity.
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Recruitment & Manning Oversight

- Oversee recruitment of officers and ratings through in-house teams and global manning partners.
- Approve selection criteria, conduct interviews for senior ranks, and ensure alignment with company culture and safety ethos.
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- Evaluate manning agents' performance and ensure adherence to RPSL and MLC standards.

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Training & Competency Development

- Design and monitor training plans, including mandatory, refresher, and client-specific programs.
- Coordinate with training institutes and e-learning platforms to ensure timely certification and upskilling.
- Implement career progression frameworks and promotion readiness assessments.

Compliance & Documentation

- Ensure full compliance with MLC 2006, STCW, ISM Code, TMSA, and flag state regulations.
- Prepare for and participate in external audits (MLC, ISO, TMSA, client vetting).
- Maintain accurate crew records, certification databases, and appraisal logs.

Budgeting & Cost Control:

- Prepare and manage the annual crewing budget, including wages, travel, training, and agency fees.
- Monitor cost variances and implement cost-optimization strategies without compromising quality or compliance.
- Approve crew travel and logistics expenditures.

Team Leadership & Performance Management:

- Lead and mentor a team of crewing executives, coordinators, and trainees.
- Conduct performance reviews, identify training needs, and foster a high-performance culture.
- Promote cross-functional collaboration with technical, HSQE, and commercial departments

Stakeholder & Client Engagement:

- Serve as the primary point of contact for clients on crewing matters, including KPIs, audits, and incident reporting.
- Liaise with port agents, travel providers, and flag state authorities for smooth crew operations.
- Represent the company at industry forums, seminars, and client meetings.

Emergency & Crisis Response:

- Lead crew-related emergency response, including medical evacuations, repatriations, and travel disruptions.
- Maintain 24/7 readiness for critical crew issues and ensure business continuity protocols are in place.

Qualifications & Experience -

Educational Background:

- Bachelor's degree in Maritime Studies, HR, or related field
- Minimum 7–10 years of experience in crew management, with at least 3 years in a leadership role
- Strong knowledge of international maritime regulations and crewing software
- Proven leadership, negotiation, and crisis management skills
- Budgeting and analytical acumen with a focus on operational efficiency

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- Excellent communication and stakeholder management abilities

Competencies:

- Effective Communication & Listening – Strong interaction skills for crew management.
- Excellent command of the written and spoken English language
- Collaboration & Teamwork – Coordinating with multiple departments and stakeholders.
- Planning & Organizational Skills – Managing schedules and documentation efficiently. Must be able to work and recruit to a tight deadline. Ability to analyse staffing needs and optimize sourcing strategies.
- Initiative & Accountability – Proactive approach in handling crew recruitment.

Diversity & Inclusion Commitment -

GMOS is dedicated to diversity, equity, and inclusion in the workplace. We foster a harassment-free environment, ensuring equal opportunities for all employees regardless of race, gender, nationality, disability, or other protected characteristics as per local laws.