Maritime Human Resources - Knowledge, Skills & Attributes





Knowledge

Professional experience

- 'Knowledge of the sea'
- Professional knowledge of HR practice
- Understanding the industry

Conventions, resolutions, rules and regulations

- Knowledge of IMO, ILO, WHO **Conventions & Resolutions**
- Flag State regulations
- International and national employment laws

Industry standards

• Knowledge of Best Practice Guides and other industry standards appropriate to the HR function

Continuous professional development

- Updating of knowledge
- Keeping aware of changes in employment law and developments in employment practices

Human element

- Ability to define and operate a human resources strategy
- Ability to define standard competencies and identify gaps
- Ability to define staffing solutions and delivery plans
- Ability to define and manage organisational change
- Ability to evaluate operational solutions and obtain feedback

Skills

Human element

- Ability to recognise human element issues and predict consequences
- Ability to recognise the impact of shaping factors in the context of use on performance, motivation and safety

Experience

- Currency
- Leadership
- Change management
- Professional judgement
- Technical skills
- People skills

Communication

- Interpersonal skills
- Effective communicator
- Ability to listen

Continuous professional development

Updating of skills and knowledge

Technical proficiency

- Induction
- Learning and development
- Manpower planning
- Informed decision making
- Change management

Leadership, management, and cultural awareness

- Motivation of people
- Working together with different nationalities, religions and mentalities
- performance and motivation

- Recruitment and selection

- Employee relations
- Performance management

- Leadership skills
- Affect of ergonomic factors on
- Problem solving
- Decisiveness,
- Managing and leading change

Manpower - the number of people required to do the jobs in both normal and emergency situations, to operate and sustain systems (of work). Including: scheduling, rostering, tour-of-duty planning and dealing with special circumstances (such as emergencies, turnaround etc), design of new (or rare) tasks, and estimation of staff required

Personnel – ensuring the correct mix of people onboard to operate and maintain the ship and its systems; the type of people required to operate and sustain systems (of work). Including: size, strength, competence, etc

Training – competency and familiarity with the ship and its systems

Attributes

Attitude

- Self-awareness
- Self-motivation
- Mental ability
- Intelligence
- Personality
- Character
- Commitment
- Decisive thinker
- Influencer
- Collaborative

Professionalism

Professional standards

Integrity

- Moral soundness
- Honesty
- Freedom from corrupting influences
- Unprejudiced
- Role model
- Tactful

Transparency

- Openness
- Accountability
- Impartiality
- Independent
- Unbiased
- Consistent
- Credible

Temperament

- Confident
- Polite • Firm
- Courteous

- Calm
- Patient
- Curious
- Driven to deliver
- Courage to challenge

Communication

- Clear
- Effective

Motivation

- Enthusiasm
- Adaptability
- Committed

Empathy

- Ability to bond with employees
- Promoting a sense of common purpose and understanding

Inspiring

• Exploiting employees' talents, skills and abilities

Willing to Learn

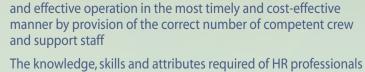
Willingness to learn from others

Understanding

- Flexible
- Adaptable
- Understanding of human nature

Dedication to excellence

- Getting the best from employees
- Encouraging sharing of ideas • Willingness to help
- Pride in employee accomplishments



The purpose of human resource management is to achieve safe

should cover three aspects of people and systems: