

Job Description

Manager, Chapter [Projects] (Project Engineer)

Role Description (purpose):

An integral part of a matrix project team, with responsibility for supporting the Project Manager with the planning, monitoring, managing and executing of new building and/or other refit and/or conversion projects as initiated by Corporate Shipbuilding.

Facilitates effective communications within the Corporate Shipbuilding teams and with external stakeholders, including reporting on internal and external activity progress and to identify criticalities and risks. Assist in project and technical management activities as requested by the assigned Project Manager, ensuring that the proposed engineering solutions are workable and can be delivered within schedule and cost.

Supports the project team in applying technical expertise to the design, construction, refit and conversion of passenger vessels and the operation of the existing fleet. Collaborating with other Corporate Shipbuilding key stakeholders, identifying continuous improvements into the newbuild process, and supporting the strategy that will take the function and subsequently Corporate Shipbuilding towards the vision of innovative and sustainable cruising.

RUI: (if updating existing JD)		Grade:	CCS07	DBS check required Y/N:	N
Directorate: (Operating Company where Applicable)	Carnival Corporate Shipbuilding	Reports to:	Chapter Lead		
Function:	Shipbuilding Resource Group	Team:	Projects Chapter		
Direct reports:	None				

Accountabilities

Assigned to a specific newbuild project for Carnival Corporate Shipbuilding, which can be for any of Carnival's brands, for which the accountabilities include but are not limited to:

- As a member of the project team ensures key information is processed and shared within the project team and relevant stakeholders, deputises for the Project Manager when requested. Monitors project progress and reports any delays, real or potential or other deviations from the schedule. Attends meetings as requested by the management and maintains the Master Project Plan as applicable.
- Monitor and report on progress and risks on specific assigned tasks. Ensure holding points are resolved on time, by proactively liaising with shipyards, classification societies, relevant stakeholders of Corporate Shipbuilding and of the Corporation's Operating Companies and their consultants.
- Assist with project reporting, maintaining a standard report in line with Corporate Shipbuilding Manual requirements.
- Monitor the plan approval activities in accordance with the schedule as required by the Shipbuilding Contract and report as necessary to the Project Manager.
- Manage project commissioning administration including factory acceptance test (FAT) planning and coordination.
- Support with technical and cost evaluation of change orders, by liaising with relevant contributors from Corporate Shipbuilding, the Corporation's Brands and their consultants.
- Review all platform related modifications in order to maintain platform continuity, where applicable.
- Maintain an updated ship Technical Specification incorporating all agreed changes for internal use in all Corporate Shipbuilding locations.
- Maintain a record of all General Arrangement Plan modifications and assist with the review of new submissions of the General Arrangement Plan.
- Support in the identification and management of noteworthy guarantee claims with Brand and Corporate Shipbuilding Chapters and report to shipbuilder for action. Coordinate project resource attendance and attend regular noteworthy guarantee meetings with shipbuilder. Follow up of closure with Chapter resources and report on status.
- Identify, in conjunction with Global Warranty department, repeat failures across all platforms and provide feedback to Chapter resources and Sourcing department.

- Assist Brand with Owner supply deliverables, when required and ensure correct reporting of technical requirements for installation and weight/Centre of Gravity in preparation for inclining test.
- Assist with the finalising of the Protocol of Delivery documentation and ensure that all necessary documentation, software, operational manuals and plans required by the vessel at delivery are available to the vessel.
- Maintain a project library for the vessels under construction as directed by the Project Manager and in line with Company policies and maintain accurate document management in project shared drives.
- Undertake any special studies as directed by management and deemed necessary to fulfil the scope of the role.
- Review continuously all relevant legislation and Company regulations whether in force, coming into force or under consideration that could affect the design development of the vessels under design, construction or conversion and inform the Management of the findings accordingly.

Health, Environment, Safety, Security (HESS) Responsibilities

- Lead by example by taking care of the health and safety of you and others
- Report all accidents, 'near miss' incidents and work related ill health conditions to your manager/supervisor/team leader
- Follow safety rules and procedures
- Use work equipment, personal protective equipment, substances, and safety devices correctly
- Take part in safety training & risk assessments and suggest ways of reducing risks
- Appoint shore side risk assessment Subject Matter Experts as required to review and approve risk assessments
- Actively promote safe working within your team and encourage safe behaviours
- Demonstrate safety leadership in accordance with our safety leadership behaviours

General Responsibilities

- Adheres to Corporate Policies and Procedures, including Code of Conduct, Audit Procedures and any control related responsibility for financial data entered, stored, or reported via business systems within employee's control (list not exhaustive).
- To undertake ad hoc duties as required.

Scope:

The Newbuild Project function is accountable for managing the cruise new build projects for all brands within Carnival Corporation. The Project Engineer is an integral part of the Project team providing support with planning, managing and executing of new build and/or refit and conversion projects.

Problem solving:

- To keep apprised of current and changing practices in the Carnival Group and receive and act on feedback on the performance of vessels in service.
- Collaborates with stakeholders to identify and recommend appropriate safe, sound and efficient technical solutions on the newbuilds, maintaining a consistent and unified approach throughout the Corporation.

Impact (what impact will the role holder have on the team/ department/ function/ stakeholders):







- Takes responsibility for assigned project(s), ensuring that best practice approach is taken in project delivery.
- Maintains and delivers a number of project management processes.
- Central link for matrix project team, maintaining contact with other divisions within the Carnival Group, other shipping companies, the Classification Societies, Regulatory Bodies, Professional Bodies, sub-contractors and equipment manufacturers within the levels determined by the Management to continually monitor developments in the field of defined responsibility.
- To support Project Managers in developing procedures and schedules for project lifecycle management.

Leadership (what level of management is required, i.e. multiple teams, or small teams) :

N/A

Demonstrable Behaviours (what needs to be demonstrated in 'how' to be successful in the role):

- **Communication:** Clear and effective communication with project team, stakeholders, and senior management.
- **Collaboration:** Proactively collaborates with colleagues across different chapters and functions.
- **Adaptability:** Flexibility and adaptability to navigate uncertainty and changing project requirements.
- **Decision-making:** Sound judgment and decisiveness in making decisions under pressure.
- **Conflict Resolution:** Ability to address conflicts and issues in a constructive and timely manner.
- **Innovation:** Creative thinking to drive continuous improvement.
- **Resilience:** Resilience and perseverance to overcome challenges and setbacks in the pursuit of goals.
- **Ethical Conduct:** Upholding high ethical standards and integrity in all interactions and decisions.
- **Empathy:** Understand team dynamics and individual needs.
- **Influence:** Persuade stakeholders and look for opportunities for consensus.
- **Professional Development:** Take ownership of your professional development, seeking opportunities for training and skill enhancement.
- **Negotiator:** Ability to influence others and utilising negotiation skills as necessary.
- **Flexibility:** Willingness to travel and work additional hours as needed.

Culture Essentials- Corporate Shipbuilding Behavioural Expectations	
 Speak Up	<ul style="list-style-type: none"> • Set a direction for Corporate Shipbuilding • Challenge yourself and others • Be prepared to have challenging conversations
 Respect & Protect	<ul style="list-style-type: none"> • Our Environment • Ourselves and each other • Our Stakeholders
 Improve	<ul style="list-style-type: none"> • Communication and listening • Teamwork and Collaboration • Continuous improvement • Diversity and Inclusion
 Communicate	<ul style="list-style-type: none"> • In a timely, honest and transparent way • Build bridges between teams and stakeholders • Make the time to engage with your colleagues
 Listen & Learn	<ul style="list-style-type: none"> • Listen to Understand • Lead by Example • Sharing & Learning
 Empower	<ul style="list-style-type: none"> • Trust your colleagues • Support colleagues • Recognise it is ok to make mistakes, it is how we learn

Knowledge, Experience and Qualifications required:

<p>Qualifications – essential:</p> <p>Degree in specialist area</p> <p>Knowledge/ Experience – essential:</p> <ul style="list-style-type: none"> • Experience either in the shipbuilding design or construction process • Experience in working as a member of a multi-functional project team delivering large, complex and high value projects. • Competency in using MS Office including MS Project 	<p>Qualifications – desirable:</p> <p>Professional qualification in specialist area including Project Management</p> <p>Knowledge/ Experience – desirable:</p> <ul style="list-style-type: none"> • Experience of working in environments such as ship building, classification societies, ship operators, technical suppliers, or engineering firm in a position with technical accountabilities. • Competency in using AutoCAD
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