



Houston – Senior Manager, Corporate Fleet Operations

For one-half century, Signet Maritime has been an industry leader delivering quality marine transportation and logistics services to customers worldwide. The award-winning company operates a diverse fleet of tug and marine assets specifically designed for multi-disciplinary work including ship-assist, ship escort, towing, offshore support, maritime aerospace, subsea and rig moves. Certified to ISO 9001:2015, ISM, STCW-2010, SIGTTO, MTSA, SEEMP and 46 CFR Subchapter M; in addition to meeting all applicable USCG, SOLAS, MARPOL, and EPA requirements.

Signet's award-winning shipyard provides quality construction, repair and engineering services to the maritime industry. It is strategically located along the Pascagoula River with direct access to the Gulf of America and is capable of dry-docking nine (9) vessels simultaneously.

The company is headquartered in Houston, Texas, and currently has five (5) fleet locations in the US Gulf of America and East Coast of Florida. For more information, please visit us at **SignetMaritime.com**.

Position Summary

We are seeking an experienced Senior Manager, Corporate Fleet Operations to join our team. The ideal candidate will be responsible for Fleet Operations. This role requires strong leadership, excellent navigational skills, and a commitment to safety. A USCG License and Maritime tugboat experience is required.

Essential Functions

- Liaising with Pilots and Vessel Captains.
- Strengthening current customer loyalty by enhancing the service provided, utilizing his expertise to further develop new business with both current and potential customers.
- Maintaining up-to-date positions of all present/future vessel arrivals.
- Acting as general liaison between the tugs and office.
- Determining towage necessities of vessels.

Job knowledge, Skills & Abilities

- Knowledge of maritime practices
- Computer, organizational and communications skills
- Strong attention to detail
- Excellent written and oral communication skills
- Performance and results driven
- Excellent decision-making and problem-solving skills
- Ability to work after hours and weekends
- Creating a safety culture throughout the organization.
- Implementing policies and procedures by performing personnel functions such as hiring, interviewing, evaluating, and training, making recommendations for operational changes.
- Providing operational and technical management oversight of all vessels
- Coordinating with employees, surveyors, inspectors and other parties to ensure the vessels comply with local, national, and international rules, laws and regulations together with classification requirements.



- Assist with monitoring vessel performance to ensure they are serviced maintained and records updated in respect to all aspects of hull, machinery and any other technical areas/matters in conjunction with Manager and Engineering.
- Reviewing disbursement accounts with respect to supplies and technical expenditures.
- Assisting Captains in the daily operations of the vessels and with crew management, crew changes, and rotational travel.
- Assisting with daily operations of all locations by monitoring crewing requirements, ensuring facility and vessel safety through inspection.
- Handling personnel claims of crew.
- Handling crew discipline.
- Assists with compliance of applicable environmental laws, rules and regulations. Works closely with the HSSEQ Department.
- Work closely with the HSSEQ Department.
- Assists with vessel operations to ensure compliance with safety policies and procedures, applicable CFR's, U.S.C.G. Regulations, EPA, TGLO and other regulatory agencies as required.
- Other duties as assigned.

Qualifications & Experience

- Minimum Qualifications: Bachelor of Arts or Bachelor of Science from a 4-year accredited University is required plus 5-6 years of related experience, 4 of which must be sailing onboard a US Flag marine towing vessel or ship
- Preferred Qualification: Bachelor of Science in Marine Transportation or Marine Business

Required Skills:

- Background in the maritime industry
- Position requires the ability to handle multiple tasks and meet deadlines
- Travel Involved: 15%-25%

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Additional Notes

- Signet is an Equal Opportunity Employer and promotes diversity in the workplace.
- The selected applicant will be subject to successfully passing a pre-employment drug screening and criminal background check.
- Signet is a tobacco & smoke free company.

Application Instructions

For more information or to submit your resume, please contact us at Careers@Signetmaritime.com
ISO 9001:2015 · ISM · STCW 2010 · SIGTTO · MTSA · IMO SEEMP