



SEAMAN'S APPLICATION FORM



1. SURNAME: _____ NAME: _____ RANK: _____

2. FATHER'S NAME: _____ MOTHER'S NAME: _____

3. BIRTH DATE: _____ PLACE: _____

4. SBK NBR: _____ ISSUED: _____

PORT NBR: _____ ISSUED: _____ EXPIRY: _____

A.F.M: _____ TAX AUTHORITY: _____ A.M.K.A.: _____

MILITARY SERVICE: _____ NATIONAL ID No: _____

5. MARITAL STATUS: _____ WIFE'S NAME: _____

CHILDREN: 1. _____ YEAR OF BIRTH: _____ GENDER: _____

2. _____ YEAR OF BIRTH: _____ GENDER: _____

3. _____ YEAR OF BIRTH: _____ GENDER: _____

6. ADDRESS: _____ PHONE: _____

E-MAIL ADDRESS: _____ MOBILE: _____

7. NEXT OF KIN NAME: _____
ADDRESS: _____ PHONE: _____

8. LICENCES & CERTIFICATES: _____

MARINE ACADEMY: _____ ENGLISH LANGUAGE: _____

WATCHKEEPING	<input type="checkbox"/>	MEDICAL CARE	<input type="checkbox"/>
FIRE FIGHTING (VI)	<input type="checkbox"/>	SIMULATOR / BRM / ERM	<input type="checkbox"/>
ADVANCED F.F. (VI/3-1)	<input type="checkbox"/>	SSO / CSO (ISPS)	<input type="checkbox"/>
ECDIS (GENERIC)	<input type="checkbox"/>	YELLOW FEVER	<input type="checkbox"/>
ECDIS (TRANSAS)	<input type="checkbox"/>	USA VISA	<input type="checkbox"/>
OIL TANKER SAFETY (V/1) (V/1-2)	<input type="checkbox"/>	AUSTRALIAN MARITIME CREW VISA	<input type="checkbox"/>

9. ACCIDENTS RECORD (LAST 3 YEARS):

COLLISION GROUNDING FIRE POLLUTION

10. DAMAGES:

HULL MACHINERY CARGO PARKA

11. HEIGHT: _____ WEIGHT: _____ SHOES: _____ OVERALLS: _____ PARKA: _____

12. REASONS FOR LEAVING PREVIOUS COMPANIES: _____

13. BUSINESS REFERENCES:

COMPANY:	NAME:	POSITION:
MINERVA GROUP EMPLOYEE NAME:		POSITION:

Issued by	: MARINE PERSONNEL DEPARTMENT	Revision No.	: 23
Issued Date	: 01.1998	Revision Date	: 19.01.2021
Form	: MP/3	Page No.	: 1 of 5

SEAMAN'S APPLICATION FORM

***COMPANIES SERVED IN THE LAST 3 YEARS**

APPLICANT (NAME): _____ **SIGNATURE** _____ **DATE:** _____

Issued by : MARINE PERSONNEL DEPARTMENT Revision No. : 23
Issued Date : 01.1998 Revision Date : 19.01.2021
Form : **MP/3** Page No. : 2 of 5

SEAMAN'S APPLICATION FORM

Applicant Seaman Information Notice

Minerva Marine Inc., a company duly existing and organised under the Laws of the Marshall Islands, having lawfully established an office in Greece at 141-143 Vouliagmenis Ave. Voula, Athens ("Company"), collects, stores and processes the above mentioned personal data of the seaman that submits a job application ("Applicant"), as well as some additional information provided by the seaman, including seaman's official identification details and medical test results, which are necessary for evaluating the suitability of the Applicant for a specific work and the Applicant's fitness for work. The legal bases for the processing of the Applicant's personal data are (a) the taking of steps prior to entering into an employment agreement, (b) the Company's compliance with legal obligations to which it is subject, and (c) the assessment of the working capacity of the Applicant. In principle, the Company will not disclose the Applicant's personal data to third parties outside the Company. As a matter of exception, if the Applicant is recruited through a manning agency, such manning agency will be involved in the collection of the personal data of the Applicant. Also, we or such manning agency may share your name and other identification details to medical centers, so that you may undertake the medical examinations which are necessary for the evaluation of your fitness for duty. In such cases, the results of the medical examinations should be provided directly from the Applicant to us and not through the medical center. Also, access to the Applicant's personal data may be given to IT service providers that have access to our IT systems in order to provide their services to us. In addition, prior or after employment, we may share certain personal data of the Applicant with training centers/companies for Applicant's training and for the issuance of Applicant's certificates and licenses. All these entities are data processors and are bound to use the Applicant's personal data on our behalf, comply with strict security obligations and not use your personal data for their own benefit. When the above-mentioned service providers, such as manning agencies, medical centers and IT providers, are located outside the EU/EEA, the Company ensures that there is a lawful transfer of the Applicant's personal data by entering into the standard contractual clauses with all of the above service providers. You can request to receive a copy of the above clauses by sending an email to the Company's Data Protection Officer, whose details are mentioned below. Due to the nature of the Company's business activities, the Company may retain personal data of unsuccessful applicants for a maximum period of two (2) years. You have the right to access, rectify and erase your personal data and the right to restrict and to object to the processing of your personal data, as well as the right to receive your personal data in a structured, commonly used and machine readable format and to transmit those data to another employer. You also have the right to withdraw your consent provided hereunder at any time. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal. You also have the right to lodge a complaint with the Hellenic Data Protection Authority (telephone of Data Protection Authority: +30 2106475600, for further contact details, pls. refer to the link: www.dpa.gr). For the exercise of the above rights and any other question or request in relation to the processing of your personal data from the Company, you may contact the Data Protection Officer by sending a letter to the attention of the Data Protection Officer at Vouliagmenis Ave. 141-143 16673 Voula, Athens, by calling +30 210 8907500 or by sending an email to the email address dpo@minervamarine.com.

I have read and understood the notice above.

Name: _____

Date: _____

Signature: _____

Issued by	: MARINE PERSONNEL DEPARTMENT	Revision No.	: 23
Issued Date	: 01.1998	Revision Date	: 19.01.2021
Form	: MP/3	Page No.	: 3 of 5

SEAMAN'S APPLICATION FORM

INTERVIEW

Initial interview is to be carried out by Marine Personnel Manager / Head of Manning Agency.
Interviews with other Company's Department Managers, will follow only if initial interview is satisfactory.

MARINE PERSONNEL MANAGER / HEAD OF MANNING AGENCY
NAME/SIGNATURE

Training courses on top of STCW

Which are your views on Safety Committee meetings and how frequently should they be conducted?

Have you previously worked with multinational workforce?

Have you experienced any difficulties on this?

Do you believe that you are obliged to make suggestion for improvement of the Company's operations / performance?

Which particular aspects of work do you consider harder/more stressful?

Date of availability:

ACCEPTED YES NO

COMMENTS

DATE:

IDENTIFIED TRAINING NEEDS (If any)

COMPANY DEPARTMENTS

SQ - MARINE DEPT. MANAGER
(ONLY FOR SENIOR OFFICERS MASTER-C/O)
NAME/SIGNATURE

ACCEPTED YES NO

COMMENTS

DATE:

TECHNICAL MANAGER (ONLY FOR C/E-2/E)
NAME/SIGNATURE

ACCEPTED YES NO

COMMENTS

Issued by : MARINE PERSONNEL DEPARTMENT
Issued Date : 01.1998
Form : MP/3

Revision No. : 23
Revision Date : 19.01.2021
Page No. : 4 of 5

SEAMAN'S APPLICATION FORM

DATE:	

OPERATIONS MANAGER (ONLY FOR MASTER-C/O) NAME/SIGNATURE	
ACCEPTED	<input type="checkbox"/> YES <input type="checkbox"/> NO
COMMENTS	
DATE:	
COO (ONLY FOR MASTER-C/E) NAME/SIGNATURE	
ACCEPTED	<input type="checkbox"/> YES <input type="checkbox"/> NO
COMMENTS	
DATE:	

INTERVIEW CARRIED OUT: AT HEAD OFFICE THROUGH VIDEOCONFERENCE

FOR SENIOR OFFICERS ITEMS 12 & 13 CHECKED BY _____ (NAME OF THE OPERATOR)

Issued by	: MARINE PERSONNEL DEPARTMENT	Revision No.	: 23
Issued Date	: 01.1998	Revision Date	: 19.01.2021
Form	: MP/3	Page No.	: 5 of 5