



## PROFESSIONAL PLACEMENT AND TRAINING FOR THE MARITIME INDUSTRY

### CRUISING AROUND? WHAT DO YOU NEED?

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#### How Crew Pacific's Recruitment agency works?

Before crew are entered into Crew Pacific's data base system. Crew Pacific guarantees a series of interviewing methods, which have taken place to ensure that the crew is up to the Super Yacht standards, and that they hold the current tickets, required for the position. We can forward resumes, reference checks and written references of each applicant with photo attachments to you, either by e-mail or fax. All information given to Crew Pacific is always confidential, unless otherwise stated.

**Crew Pacific** is now compliant with the MLC 2006 (terms of 1.4 of the MLC 2006). Crew Pacific has enforced the following points to ensure yachts comply with the MLC 2006 certification. These requirements only refer to commercial charter yachts

- **Crew Pacific** requires the yacht Owner/Captain/Yacht Representative to provide the yachts MLC 2006 certificate.
- **Crew Pacific** requests that all our clients are to confirm contract details for crew, prior to crew commencement. This is where possible.

#### Fee Terms and Conditions:

#### FULL-TIME EMPLOYMENT: PLACEMENT FEE 75% OF THE FIRST MONTH'S SALARY

1. **Full-time Placement fee will be paid to Crew Pacific, within 14 days from the first day of employment.**
  - If all payments are not received within 14 days a fee of 2.5% interest per day will be charged to the current invoice.
  - When a candidate has been chosen it is the Captains/Owners/ Yacht Representatives responsibility to inform Crew Pacific within 48 hours of the conditions of employment; Must include candidates name, Position filled, Start date and monthly/weekly or daily salary.
  - Because of the transient nature of the yachting industry, credit card details are to be provided to Crew Pacific before submission of candidates to Captain/Owner/Yacht Representative. This can be arranged via phone, or e-mail; **Details** required Credit card holders full Name, Card Number, Expiry Date and Validation number (last three digits on back of credit card).
  - **CARDS NOT ACCEPTED:** AMEX and AMERICAN EXPRESS
2. **Crew Pacific allows the yacht a 90-day probation period with the crewmember**
  - If the crewmember does not work out within the 90-day probation period, it is the Captain, Owner or Yacht Representative's responsibility to contact Crew Pacific within 48 hours. This allows Crew Pacific to provide a new candidate to the yacht.
3. **All Placement fees paid are non-refundable however a credit will be issued to the Captain/Owner/yacht Representative.**
  - If a crewmember is hired and leaves within 90 days without cause or is terminated with cause a full credit will be made to the employer's accounts for use against any future placements in the following 12 months.

- If a crew-member should not complete the probation period or chooses to not continue to work on the yacht fulltime, and the yacht Captain, Owner or Representative and crew-member come to an agreement to stay until a fulltime member is placed on the yacht by Crew Pacific or by another agent it is the responsibility of the Captain, Owner, or Representative to inform Crew Pacific within 48 hours and a temp placement fee of 35% of the first week's salary will be charged to the yacht.

#### **SEASONAL EMPLOYMENT: PLACEMENT FEE 50% OF THE FIRST MONTH'S SALARY (Duration of 3-6 months)**

##### **1. Seasonal Placement fee will be paid to Crew Pacific, within 14 days from the first day of employment.**

- If all payments are not received within 14 days a fee of 2.5% interest per day will be charged to the current invoice.
- When a candidate has been chosen it is the Captains/Owners/ Yacht Representatives responsibility to inform Crew Pacific within 48 hours of the conditions of employment; Must include candidates name, Position filled, Start date and monthly/weekly or daily salary.
- Because of the transient nature of the yachting industry, credit card details are to be provided to Crew Pacific before submission of candidates to Captain/Owner/Yacht Representative. This can be arranged via phone, fax or e-mail; **Details** required Credit card holders full Name, Card Number, Expiry Date and Validation number (last three digits on back of credit card).
- **CARDS NOT ACCEPTED:** AMEX and AMERICAN EXPRESS

##### **2. Crew Pacific allows the yacht a four-week probation period with the crewmember**

- If the crewmember does not work out within the four-week probation period, it is the Captain, Owner or Yacht Representative's responsibility to contact Crew Pacific within 48 hours. This allows Crew Pacific to provide a new candidate to the yacht.

##### **3. All Placement fees paid are non-refundable however a credit will be issued to the Captain/Owner/yacht Representative.**

- If a crewmember is hired and leaves within 4 weeks without cause or is terminated with cause a full credit will be made to the employer's accounts for use against any future placements in the following 12 months.
- If a crewmember is hired and leaves within 6-7 weeks without cause or is terminated with cause a 25% credit will be made to the employer's accounts for use against any future placements in the following 12 months.
- If a crew-member should not complete the probation period or chooses to not continue to work on the yacht fulltime, and the yacht Captain, Owner or Representative and crew-member come to an agreement to stay until a fulltime member is placed on the yacht by Crew Pacific or by another agent it is the responsibility of the Captain, Owner, or Representative to inform Crew Pacific within 48 hours and a temp placement fee of 35% of the first week's salary will be charged to the yacht.
- If seasonal placement is extended beyond the period for which the placement fee was originally calculated, Crew Pacific must be notified within 48 hours, Crew Pacific will issue an additional invoice for the remaining balance in line with Crew Pacific's fee policy.

#### **TEMPORARY EMPLOYMENT: PLACEMENT FEE 35% OF THE FIRST WEEK'S SALARY**

##### **1. Temporary Placement fee will be paid to Crew Pacific, within 7 days from the first day of employment.**

- If all payments are not received within 7 days a fee of 2.5% interest per day will be charged to the current invoice.
- When a candidate has been chosen it is the Captains/Owners/ Yacht Representatives responsibility to inform Crew Pacific within 48 hours of the conditions of employment; Must include candidates name, Position filled, Start date and monthly/weekly or daily salary.
- Because of the transient nature of the yachting industry, credit card details are to be provided to Crew Pacific before submission of candidates to Captain/Owner/Yacht Representative. This can be arranged via phone, or e-mail; **Details** required Credit card holders full Name, Card Number, Expiry Date and Validation number (last three digits on back of credit card).
- **CARDS NOT ACCEPTED:** AMEX and AMERICAN EXPRESS

**2. Crew Pacific allows the yacht a Seven-day probation period with the crewmember**

- If the crewmember does not work out within the Seven-day probation period, it is the Captain, Owner or Yacht Representative's responsibility to contact Crew Pacific within 48 hours. This allows Crew Pacific to provide a new candidate to the yacht.

**3. All Placement fees paid are non-refundable however a credit will be issued to the Captain/Owner/yacht Representative.**

- If a crewmember is hired and leaves within 7 days without cause or is terminated with cause a full credit will be made to the employer's accounts for use against any future placements in the following 12 months.
- If a crewmember is hired and leaves within 50% of the agreed temporary placement period without cause or is terminated with cause a 20% credit will be made to the employer's accounts for use against any future placements in the following 12 months.
- If a crew-member should not complete the probation period or chooses to not continue to work on the yacht fulltime, and the yacht Captain, Owner or Representative and crew-member come to an agreement to stay until a fulltime member is placed on the yacht by Crew Pacific or by another agent it is the responsibility of the Captain, Owner, or Representative to inform Crew Pacific within 48 hours and a temp placement fee of 35% of the first week's salary will be charged to the yacht.
- If temporary placement is extended to full-time employment Crew Pacific must be advised within 48 hours and an invoice will be issued to the Captain, Owner, or Representative to be paid within 7 days.

**CREW KNOWN –**

1. Should a crewmember be submitted by Crew Pacific and be previously known to the employer or (yacht) through introduction by another agency or company it is the responsibility of the Captain/Owner/yacht representative to inform Crew Pacific within 24 hours of receiving the crew-members C/V. If Crew Pacific is not advised within 24 hours a full placement fee will be charged to the client.
2. If any crew are presented by Crew Pacific to the Captain/Owner/yacht representative and are employed or re-employed directly by the Captain/Owner/yacht representative (with or without our involvement) within the period of one year from the date of our initial introduction of the crew, the Captain/Owner/yacht representative will be charged the applicable placement fee in accordance with the Fee Policy.
3. In situations where the candidate is known of to the Captain/Owner/Yacht Representative however the Captain/Owner/Yacht Representative did not have the correct contract information a full placement fee is payable.

**Crew Pacific offers training in the following areas:**

- Internationally Recognized Five/Eight Day Super Yacht Steward/ess course.
- Internationally Recognized Five Day Super Yacht Deckhand course.
- Internationally Recognized Eight Day Super Yacht Steward/ess/Deckhand course.
- Internationally Recognized Ten Day Super Yacht Steward/ess/Deckhand course.

**Agreement**

To the Captain, Owner, or Representative can you please fill out the details below and e-mail back to [info@crewpacific.com.au](mailto:info@crewpacific.com.au)

I agree to ALL the above terms and conditions provided by Crew Pacific. I understand the credit card details given over phone or E-mail, will be kept totally confidential and will be used for payment of placement fees within 7 days of invoicing or unless otherwise stated in writing.

CLIENTS NAME AND SIGNATURE: \_\_\_\_\_

WITNESS SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

**CONTACT NUMBERS: (WITH INTERNATIONAL COUNTRY CODES)**

MOBILE: \_\_\_\_\_ LAND LINE: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

YACHT NAME: \_\_\_\_\_

**CREDIT CARD DETAILS:**

NAME OF CARD HOLDER: \_\_\_\_\_

TYPE OF CARD: \_\_\_\_\_ CARD NUMBER: \_\_\_\_\_

EXPIRY DATE: \_\_\_\_\_ VALID NUMBER \_\_\_\_\_  
(LAST THREE DIGITS ON BACK OF CARD)

NAME OF YACHT MOTOR OR SAIL \_\_\_\_\_

PRIVATE/CHARTER YACHT: \_\_\_\_\_

START DATE OF JOB: \_\_\_\_\_

MONTHLY SALARY: \_\_\_\_\_

YEARLY SALARY: \_\_\_\_\_

(PLEASE WRITE IF SALARY IS IN USD/EURO/POUNDS/AUD)

FULL-TIME  SEASONAL  TEMPORARY:

ARE YOU MLC CERTIFIED; YES  NO

If you tick YES, can you please send me a copy of your MLC certificate