



Italian Shipping Academy
ITS Foundation for sustainable mobility - Maritime transport and fishing sector
In cooperation with
the partner shipping company MSC Cruises
the departments DIFI-DCCI-DICCA of University of Genoa

Notice Protocol n.1845/2023 del 21/12/2023 – Rev.01 del 08/01/2024
for admission to the high specialization course:

FACILITY DIRECTOR on board Cruise Ships
Notice expires: h 12.00 pm of 04/03/2024

As a result of the found necessity from the company partner of the undersigned Academy MSC Cruises of the formation and insertion in own crews of specialized technicians that can cover the role of Facility Director, the Parts have inaugurated the collaboration with the departments DIFI-DCCI-DICCA of the University of the Studies of Genoa for the start of a private course of High Formation dedicated to who had the intention to acquire the professional competences of "Facility Director on board Cruise Ships". Please note that the start of the course is subject to reaching the minimum number of 15 registration applications.

Objectives of the course

The course aims to achieve the skills and abilities and the acquisition of knowledge essential to carrying out the profession of Facility Director on board cruise ships.

Professional figure

The Facility Director on board cruise ships ensures the safe and efficient operation of technical and non-technical equipment within the guest and crew areas, leading the maintenance team in planning and delivering every maintenance activity on board, with the objective to minimize any possible discomfort for Cruises guests and crew members.

MAIN RESPONSIBILITIES and TASKS:

- Maintaining contact with the ship's management regarding maintenance procedures
- Guide the maintenance team in planning and delivering every maintenance task on board
- Minimize any possible discomfort for guests and crew members of the cruise ship
- Reporting, scheduling, supervising and inspecting ship maintenance activities in cruise and dock
- Check and check the inventory of spare materials and tools
Plan all work orders regarding electrical, plumbing, upholstery, carpentry and ship renovation
- Ensure the efficient operation of the ship by ensuring that expenses remain within the budget/budget limits allowed by the company, thus optimizing business costs

The company MSC will offer all the trainees free of charge the compulsory courses STCW BST and Training Ships Pax.

At the end of the formative path, the attendants that will have concluded with success the course of high specialization will be hired directly from the company partner MSC Cruises.

The facility director will embark on the cruise ships of the company MSC for periods of 4/6 months.

The average gross annual income for a Facility Director on board cruise ship is approximately €56,000 gross per year (8 monthly payments) to which all allowances and overtimes must be added.

For the entry level Facility Director Junior (internship) the average gross annual income is approximately €36,000 gross per year (8 monthly payments) to which all allowances and overtimes must be added.

Planned editions of the course

The course is only one edition, aimed at a minimum of 15/maximum 25 students.

Please note that the start of the course is subject to the achievement of a minimum number of 15 registered students.

Target

The course is aimed at a minimum of 15/maximum 25 students in possession of a Nautical upper secondary education diploma and professional title CoC Deck or Engine Officer OR in possession of an ITS Diploma level EQF5 Ship Manager/Superintendent, Supervisor and installer of onboard plants, Logistics Technician OR ITS Diploma level EQF6 Deck or Engine Officer OR Bachelor in one of the specialization listed in the below paragraph.

Candidates who place themselves in the first 25 places in the ranking will be admitted to the course.

The list of those admitted will be published in due time on the Academy website. In the event of withdrawal of one or more students or failure of those admitted to meet the requirements, the final ranking will be drawn and scrolled until the maximum number of 25 students is reached.

Admission requirements

Those who intend to participate in the selection for admission to the course, on the expiry date of this Notice, must possess the following minimum mandatory requirements:

- a) Maximum age 40 years, on the date of submission of the application;
- b) Citizenship of the European Union or of non-EU countries with possession of a regular residence permit and/or visa;
- c) Good knowledge of the English language (minimum level B2);
- d) For EU citizens: valid identity document;
- e) For non-EU citizens: Valid passport.
- f) One of the following titles:

Nautical School Diploma and professional title IMO CoC as Deck or Engine Officer;

ALTERNATIVELY

ITS Diploma level EQF5 Ship Manager/Superintendent, Supervisor and installer of onboard plants, Logistics Technician

ALTERNATIVELY

ITS Diploma level EQF6 Deck or Engine Officer

ALTERNATIVELY

Bachelor in one of the specialization listed in the below paragraph:

CLASSE L-Sc. Mat Lauree in Scienza dei Materiali

CLASSE L07 Lauree in Ingegneria Civile e Ambientale

CLASSE L08 Lauree in Ingegneria dell'Informazione

CLASSE L09 Lauree in Ingegneria Industriale

CLASSE L17 Lauree in Scienze dell'Architettura

CLASSE L18 Lauree in Scienze dell'Economia e della Gestione Aziendale

CLASSE L23 Lauree in Scienze e Tecniche dell'Edilizia

CLASSE L27 Lauree in Scienze e Tecnologie Chimiche

CLASSE L28 Lauree in Scienze e Tecnologie della Navigazione

CLASSE L30 Lauree in Scienze e Tecnologie Fisiche

CLASSE L33 Lauree in Scienze Economiche

CLASSE L35 Lauree in Scienze Matematiche

CLASSE L43 Lauree in Tecnologie per la Conservazione e il Restauro dei Beni Culturali

In consideration of the limited timescales and to facilitate maximum participation in the selection, those who **STILL DO NOT HAVE their PASSPORT BY THE EXPIRY DATE OF THE NOTICE WILL HAVE TO REGULARIZE THEIR POSITION BY THE START DATE OF THE COURSE** by sending the unauthenticated copy of the valid passport by email to selezioni@faimm.it.

Those who do not do so within the established deadlines will **NOT** be able to continue attending the course and **will be automatically EXCLUDED FROM THE RANKING LIST**, even if they were admitted following the selection process.

Access to the courses takes place in compliance with the principles established by Legislative Decree, 11 April 2006, n. 198.

For candidates who have obtained the required qualification abroad, a certificate of value is required (issued by the Italian Embassy/Consulate of the country of origin) in accordance with current legislation (Law 11 July 2002, n. 148 and subsequent additions).

Any other preferential but not mandatory requirements (computer skills, language skills, professional experience, other)

- a) Professional experience as Deck or Engine Officer
- b) Professional experience as a specialist technician
- c) Professional experience as a naval engineer, materials technician in naval/industrial company development departments, naval architect/designer, logistics operator in the maritime field

Registration method

To access the selection, interested parties in possession of the listed requirements must send the **"Registration Application"** duly completed and signed with **the following documentation attached**:

1. For EU citizens: Unauthenticated full copy (front and back) of the identity card or other valid identification document;
2. For non-EU citizens: Unauthenticated copy of valid passport and copy of regular residence permit and/or visa;
PLEASE NOTE: For non-EU citizens who do not have a passport, they are required to attach a copy of the receipt (showing the date and time of the appointment set for the initiation of procedures or for collection) issued by the competent passport office, subject to without prejudice to the obligation to regularize one's position BY THE COURSE START DATE by sending via email to selezioni@faimm.it.
3. Diploma or Bachelor certificate or certified copy issued by the school/university;
4. Curriculum vitae in Europass format with photo, updated, dated and signed.

It is recommended to send READABLE documents in pdf format.

The admission application form and related documentation can be downloaded from the Academy's website at the following link:

<https://accademiamarinamercantile.it/ammissione-ai-corsi/facility-director>

The application for admission and the attached documentation must be received **EXCLUSIVELY via online registration**, from the link made available on the Academy website on the page:

<https://accademiamarinamercantile.it/ammissione-ai-corsi/facility-director>

no later than 12:00 PM on 4th MARCH 2024

For the purposes of admission of applications, the date and time of submission of the application will prevail.

For technical problems in submitting the registration application and related attachments, support may be requested via email at the address: selezioni@faimm.it .

Substitute documents and/or documents other than those requested are not permitted.

Documents in which the signature and/or the main information are illegible are not permitted.

Candidates admitted to the oral test must submit the original Application Form on the day of the interview.

The Italian Shipping Academy assumes no responsibility for the dispersion of communications resulting from inaccurate indications of contact details by the candidate or from failure or late communication of the change in the contact

details indicated, nor for any form of dispersion or failure to receive of communications sent via e-mail or other means, nor for misunderstandings attributable to third parties, fortuitous circumstances or force majeure.

Failure or partial submission of the aforementioned documents within the established deadlines will result in the inadmissibility of the admission request.

**The list of those admitted to the selections will be published within
05/03/2024 on the website:**

<https://accademiamarinamercantile.it/ammissione-ai-corsi/facility-director>

The publication on the website of the Italian Shipping Academy is valid as a call for the selection tests which will take place remotely.

We recommend that you periodically check and verify any communications and information.

Method of evaluation of the selection
Selection Commission
Access to the course is subject to evaluation through procedures for verifying technical, attitudinal and motivational skills established and managed by a Commission made up of sector and training experts. The selection commission is made up of 3 members including: <ul style="list-style-type: none"><input type="checkbox"/> A representative of the Academy Training Body<input type="checkbox"/> A representative of the MSC Cruises<input type="checkbox"/> An English language teacher/expert<input type="checkbox"/> An occupational psychologist
Verification method
The verification methods are as follows: Interview that will take place online (remotely) with which it is possible to accrue up to 50 points, consisting of: <ul style="list-style-type: none">o Knowledge of Englisho Knowledge of the technical aspects relating to the profession the candidate will be carrying outo Psycho-attitudinal profile drawn up by the psychologist during the interview I Candidates with specific learning disabilities (DSA) must present the relevant documentation, issued by the NHS structures or by bodies or professionals accredited by the Regions, by the closing date of this notice. The selection tests are organized in accordance with the provisions of the current legislation (Liguria Region, Executive Decree no. 5117 of 7 November 2016 and subsequent amendments). Aspects that can contribute to the final evaluation are: the diploma grade up to a maximum of 5 points; - previous experience in similar work up to a maximum of 45 points. In the event of an equal score between two or more applicants for the course, the younger one will take precedence. Candidates who place themselves in the first 25 places in the ranking will be admitted to the course. At the end of the selection procedures, the list of those admitted to the course will be published in alphabetical order on the Academy Foundation website, visible at the link: https://accademiamarinamercantile.it/ammissione-ai-corsi/facility-director It is advisable to periodically check the website of the Italian Shipping Academy to verify any communications and information.
<u>Test calendar</u>
The online interview will be held on the Google Edufaimm platform accredited by the Academy from the 11th to the 13th MARCH 2024 , according to methods that will be communicated upon publication of the list of those admitted to the test.

The selection tests are organized in accordance with the provisions of current legislation (Liguria Region, Executive Decree no. 5117 of 7 November 2016 and subsequent amendments).

It is advisable to periodically check the website of the Italian Shipping Academy to verify any communications and information.

You will only be able to take the selection interview if you have a valid identification document.

Failure to attend the selection tests on the date and time of the call will be considered a waiver of participation in the course. If this situation occurs, the participation fee paid will not be refunded.

Each candidate is required to test his/her connection for the online test in advance. The failure to connect is not attributable to the Italian Academy of the Merchant Navy.

At the end of the selection, a final ranking will be drawn up on the basis of which the candidates who place in the first 25 places will be admitted to the course.

In case of equal scores, the younger candidate will be admitted to the course.

It is advisable to periodically check the website of the Italian Shipping Academy to verify any communications and information.

Structure and organization of the course

The course will last approximately 1042 hours, structured as follows:

- 702 hours divided in ground-based teaching modules that will take place at the seats of the Academy in Genoa and Arenzano (GE), at specialized training centers and on board MSC cruise ships;
- almost 90 hours at specialized training centers authorized by MIT for the compulsory training STCW BST and Crowd & Crisis;
- 250 hours of internship on board MSC Cruise ships.

The shipping company MSC will offer to all attendants free of charge STCW BST and Crowd & Crisis courses.

Al termine del percorso formativo i corsisti avranno raggiunto le adeguate conoscenze e competenze per poter essere impiegati in qualità di Facility Director (entry level) a bordo delle navi di MSC Crociere.

Lesson times: from Monday to Friday, from 8.30 am to 12.30 pm and from 1.30 pm to 5.30 pm, for a total of 8 hours per day, unless otherwise structured for educational needs.

Students who have successfully attended at least 90% of the lesson hours will successfully pass the course, thus obtaining the final certification of *Facility Director on board cruise ships* released by the Academy.

The lessons will be held for the majority in English.

ATTENDANCE IS SUBJECT TO PASSING THE SELECTION TESTS

ATTENDANCE IS MANDATORY.

Course plan

Lessons will generally take place from Monday to Friday for a maximum of 8 hours per day. Attendance at the course is mandatory. Absences are permitted up to a maximum of 10% of the total course hours (104 hours of absence allowed). During the course, changes may be introduced to the duration and times of lessons based on teaching and organizational needs.

Start of the course

The course will start on Monday 18th March 2024, unless otherwise communicated.

The lessons will end by July 2024.

Main teaching units

The courses are divided into teaching units, each of which contributes to ensuring that the student achieves the skills required by current legislation on the subject.

Below are the main macro areas that will be the subject of study:

Competence 1 – Materials Science and Technology

Competence 2 – Soft Skills (leadership, team-working, problem solving, effective communication)

Competence 3 – Typological, constructive and functional characteristics of the ship - Main naval regulations

Competence 4 – Project Management

Competence 5 - IMO RULES AND REGULATION

Competence 6 - CARPENTRY - DRY WORK - PAINTING

Competence 7 - INTRODUCTION on machinery and systems of motor apparatus - Electrical and electronic systems - Automation systems

Competence 8 - Systems and installations for miscellaneous services, Ship security systems

COMPLEMENTARY ACTIVITIES

Tutoring

Tutoring placement assistance (internship)

IMO STCW BST and Crowd & Crisis Courses

ONBOARD INTERNSHIP: 250 hours

The students will have to take specific verification tests aimed at ascertaining the acquisition of the knowledge and skills required by the various macro areas and the achievement of the skills required by current legislation.

Costs and payment methods

The cost per person is **€ 6.100 (+VAT 22%)** excluding accommodation and food costs.
The payment of €4,000 is to be made no later than 04/03/2024. The remaining fee must be paid no later than the starting date of the course.
If the minimum number of 6 registrations is not reached and the course does not take place, the participation fee will be refunded.
If the candidate does not pass the interview, the participation fee will be refunded.
NB:
 - **in the event of failure to complete the documentary part within the deadline set (course start date 18/03/2024) the participation fee paid will not be refunded.**

Below details necessary to proceed with the payment:
 Fondazione Accademia Italiana della Marina Mercantile, attraverso un bonifico bancario:
 BANCA PASSADORE & C. SPA
 Agenzia di Albaro – Via Felice Cavallotti
 CODICE IBAN: IT72 P033 3201 4070 0000 1812 600
 BIC/SWIFT: PASSBITGG

The reason for payment must include the name and surname of the student, the words “Corso di Alta Formazione per Facility Director on board cruise ships ed.1/2024 –inizio 18/03/2024”.

The course registration fee includes teaching materials.

Course locations on land

- Foundation of the Italian Academy of the Merchant Navy, Via Nicolò Oderico 10, 16145 Genoa
- Foundation of the Italian Academy of the Merchant Navy, Villa Figoli de Geneys Via Olivete 4, 16011 Arenzano – Genoa
- On board MSC cruise ships
- Authorized Maritime Training Centres
- Vocational and Training Centres

ACCOMMODATION

Academy will make available to the students who will need, shared accommodation at a calm price for the periods of class. In due course, the students can contact the Academy for information.

For information:

All communications will be visible on the Accademia website at the following link:

<https://accademiamarinamercantile.it/ammissione-ai-corsi/facility-director>

For further information please contact:

Fondazione Accademia Italiana della Marina Mercantile - from Monday to Friday 8.30/12.00 and 14.00/16.30


- telephone: 010 3622472

- e-mail: selezioni@faimm.it

Genova, 21/12/2023

The General Director
of the Italian Shipping Academy

Paola Vidotto





**High Professional training Course
for
FACILITY DIRECTOR on board Cruise Ships**

Rules for the attendants

Dear Guests, in order to set the basis for a pleasant stay at our Institution, we kindly invite the Esteemed Guests of the *Fondazione Accademia della Marina Mercantile* (hereafter, “the Academy”) to read and respect the rules listed below:

- Lectures normally start at 08:30 and end at 17:30. Students’ entrance in the classroom is allowed since 08:20 or since 13:20 for afternoon lectures.
 - The timing of outdoor activities is managed by the Tutors, who will inform students of the meeting venue and on the program. It is mandatory to respect the timing and meeting places announced by the Tutor. **Delays are not tolerated.** It is mandatory to follow the scheduled programme. **The INAIL insurance will not cover any injury occurred outside the seat** (programmed activities excluded).
 - It is not allowed to eat on board of the private bus if it’s used for transfers.
 - Lectures are expected to behave and dress in accordance with the rules of decorum. Clothing must always be clean, tidy and in accordance with the Academy regulations.
 - At your arrival, you will be given a badge bearing your name. The badge is strictly personal and you are required to keep it visible.
 - The Academy will not liable for any object left unattended by Students.
 - It is forbidden to introduce and drink alcoholic beverages in the premises and during the outdoor activities.
 - Students who suffer from food allergies are invited to pay attention to the food and beverages offered. Ingredients and allergens can be found in the cafeteria. The Academy is not responsible of any problem caused by allergic reactions.
 - It is forbidden to act in any way such to create danger for people or to violate any law or regulation.
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- Materials, equipment and furniture inside the classrooms and the laboratories are for didactic purposes only; for no reason such objects may be brought outside the premises, as they are classified and insured.
- It is not allowed to ruin or shake the vending machines when the product is not correctly delivered. If such event occurs, please contact the responsible person at the ground floor office (Ms. Tiffany Titta/Mr Walter Fois).
- It is not allowed to stay in the Park of Villa Figoli outside the timing ruled by the Municipality of Arenzano for public access. Opening is set at 8:00 and closing at 18:00 (this timing may change in case of special events organized by the Municipality).

THANK YOU FOR YOUR KIND COOPERATION

The Direction and Staff

**Il Direttore Generale
della
Accademia Italiana della Marina Mercantile**
Paola Vidotto

