

Now that you have decided to take the plunge into an exciting new career in the yachting industry, it can be overwhelming to figure out where to begin. We are here to help. With locations in the U.S., Spain, France and New Zealand, we are dedicated to assisting all our crew in achieving their careers goals – wherever in the world that may take them. Below is helpful information to help you prepare for your new career and arrival to Palma.

Before arriving

◆ Research, research, research

One of the best things you can do to prepare for your new career is to immerse yourself in information about the yachting industry. Use the internet to your advantage and research everything you can to make yourself well-informed and prepared for what to expect on board. Be sure to seek out realistic and reliable sites, sources, and accounts:

- Helpful links from our site:
 - [FAQ](#)
 - [Job description and corresponding salaries](#)
- Suggested industry reading
 - [Dockwalk](#)
 - [Triton](#)
 - [Yachting Magazine](#)



Getting into town-
Now what?
page 2

◆ Obtain appropriate visas

- **Passport:** Make sure you have at least one year of validity and empty pages.
- **B1/B2 Visa:** Allows non-U.S. and non-Canadian crewmembers to work on a foreign flagged vessel in US waters. You must apply for this at a U.S. Embassy/Consulate before arriving in the U.S.
 - [Worldwide embassy information](#)
 - [US government travel site](#)
- **Schengen:** Allows you to freely travel the Schengen territories in the Caribbean and Europe. While this visa is not required for travel to Fort Lauderdale, it is desirable as many yachts will eventually enter these territories. Visit this [link](#) to see if your country of citizenship requires the Schengen visa.



Getting around
Palma
page 7

◆ **Book crew house accommodations**

Crew houses are temporary accommodations, specifically for yacht crew, as there are no leases to sign and rent is paid by the week. Some companies will give you a discounted weekly rate if you pay for a full month at a time, but make sure to ask about reimbursement should you get a job mid-month. Accommodations are typically shared with a total of 2 to 6 people per bedroom. Private rooms/apartments are also available but come at a much higher cost than shared accommodations. Crew houses offer great networking opportunities to meet other yacht crew looking for work and even secure daywork. Here are some places we recommend looking into:

- The Boat House Palma | +34 634 357 690
Email: info@theboathousepalma.com
www.theboathousepalma.com
- Crew Guest House Palma | +34 651 598 101
Email: istairs@aol.com
www.facebook.com/groups/307495666119442
- Little Bridge House | +34 619 273 601
Email: littlebridgehouse@outlook.com
www.facebook.com/littlebridgehousepalmamallorca
- Ian Stairs Crew House | +34 351 598 101
Email: istairs@aol.com

Please note you must present either your Seaman's Book, STCW or yachting CV to stay in crew house.

Getting into town- Now what?

Now that you've arrived in Palma and have settled into your crew house, it's time to get to work. Candidates who remain proactive and positive better their chances of finding work, so don't be afraid to get out there and stay busy!

◆ **Sign up for maritime courses:**

- Just like any other industry, it is necessary to have the proper training in place to be eligible for employment on board. Maritime courses should be viewed as an investment rather than a cost. These courses book up fast, especially during peak hiring seasons (fall in Fort Lauderdale), so be sure to book in advance.



Immerse
yourself in
knowledge
about the
industry

Use the
internet
to your
advantage

Have the
proper
training in
place to
build a solid
foundation



■ Essential Certificates

- Basic STCW 10: Standards of Training, Certification and Watchkeeping for Seafarers
 - Personal Survival Techniques
 - Basic Firefighting
 - Personal Safety and Social Responsibilities
 - Elementary First Aid
 - Security Awareness or VPDS (we recommend VPDS)
- ENG1: Seafarer's Medical
 - Dr. Amit Bajpai | British Medical Centre, Palma Nova Phone: + 34 971 68 35 11
 - Dr. Johanna Clarke | Club de Mar Medical Centre, Palma Phone: +34 619 98 21 42
Email: info@clubdemarmedical.com | www.clubdemarmedical.com

■ Additional Certificates

- Deck
 - Powerboat Level II
 - Superyacht Deck Crew Course
- Engineering:
 - AEC 1&2
- Interior
 - Food & Hygiene Level II
- Galley
 - Ship's Cook Certificate

◆ Where can you take these courses?

We recommend the following schools in or near Palma:

- Deep Blue Sea Training Palma | +34971 902100_ www.deepblueseatrainng.com
- Palma Sea School | +34 662 330 4093_ www.palmaseaschool.com
- VIP Service School www.vipserviceschool.com
- Antibes Zephyr yachting | +33 493 33 34 04 www.zephyr-yachting.com
- Isle of Wight: UKSA | +44 19 83 29 49 41 www.uksa.org/professional-training
- England Warsash Superyacht Academy | +44 1489 55 62 17_ www.maritime.solent.ac.uk

◆ Create a yachting CV/resume

- This is an extremely important aspect of your search since it is your first contact with potential employers and your first opportunity to stand out. Please consistently ensure all the information on your CV is accurate and up to date.
- If you need some guidance creating your yachting CV, we have attached a template at the end of this document.
- Please use spell check and double check the entire document. Regardless of department, the best yacht crew are detail oriented!

◆ Register on our site

- Click [here](#) to get your crew profile started
- Be sure to fully complete all the sections of your profile so that we can best assist in finding you your next opportunity.
- We utilize the **Experience** section to verify employment dates and check references, so entering this information is essential to complete your registration.
- We will be in touch with you once we've seen your file completed to personalize it more.

◆ Cell phone service

Potential employers and crew agents need a way to get a hold of you for job opportunities. There are several options you can choose from:

- The easiest way to travel and communicate for free would be to register your current number with WhatsApp www.whatsapp.com
- Pick up a local cell phone/SIM card if you have an unlocked phone
- Get a roaming SIM card if you could be traveling between countries in and around the Med
- Contact your current cell phone provider in your home country to see if they offer competitive rates for an international calling package.

Register with Luxury Yacht Group!

Visit www.luxyachts.com to register a profile with our crew agency. As our website is database driven, it is essential that you include as much information as possible to give you the best chances of finding work.

Most importantly:

A simple, professional CV/Resume in word or PDF format

A clear statement of objective which is professional, concise and honest

A digital photograph, passport style in a professional attire, which is a positive reflection of you. Remember no hats or sunglasses!

Current personal information, especially your email address and phone number

Maritime certificates with digital uploads of your qualifications

At least three work experiences (if you are new to the yachting industry, please include your non-yachting work history).

At least three references with current contact information, including an email address.

◆ Read local yachting publications

Location yachting publications help keep you informed as to the current happenings in the industry, including new articles, opinion pieces and information for any upcoming events. Feel free to check out the following publications:

- Dockwalk | www.dockwalk.com
- Triton | www.thetriton.com
- Yachting Magazine | www.yachtingmagazine.com
- Crew Report | www.superyachtnews.com/crew
- The Islander | www.theislander.net

◆ Network, network, network!

As you will soon learn, the yachting industry is a small, connected world and word travels quickly through the network. It is important to get out there and make a good name for yourself! There's a saying, "Always act as if your future captain is standing behind you . . . in this town, he just might be!" Keep this in mind when you are conducting yourself around town, whether it be at a networking event, yachtie bar, supermarket. . . you just never know!

◆ Temporary Work

It may be possible to find temporary work on a yacht to assist permanent crew members in the areas required. It can last anywhere from one day to many weeks and offers the opportunity to see how boats operate and get a feel for the positions and duties onboard. It is a great way to build up experience on your CV, secure industry references that can vouch for your work ethic, and network with permanent crew who may be able to assist you with your job search. This type of work can sometimes lead to a permanent position if there is a vacancy onboard and the captain likes your work (or he might recommend you to another captain!), so be sure to do a great job, work hard and maintain a positive attitude.





Getting around the Palma

Since you are most likely planning to be in Palma for a short time, it is unlikely that you will arrive in town with your own transportation.



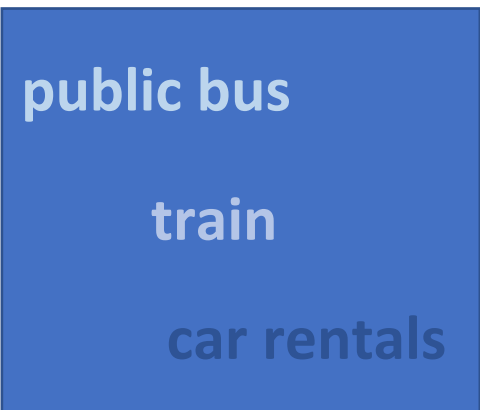
- Bus Palma | www.emtpalma.cat
 - Red Bus 104 is the coastal road and goes all the way from Palma to Peguera (slow route).
 - Red Bus 102 goes from Palma to Santa Ponsa on the motorway (fast route).
 - Bus 100 from the airport into Palma to Peguera.



- **Taxis**
 - Taxi Palma | +34 971 401 414
 - Taxi Calvia | +34 971 134 700



- Car Hire Palma
 - Enterprise Rent a Car | +34 971 98 05 69
 - Avis | +34 971 73 07 20
 - GoldCar | +34 918 34 40 64
 - Europcar | +34 911 50 50 00



- Emergency Services
 - Emergency Service in English-112
 - Fire Brigade-
 - 080 Local
 - Police-092

Places to know

Here are some general places around town, both yachting and non-yachting related, which you will most likely get to know well. Have fun exploring!

- Port Andratx: On the southwest tip of Mallorca is where you will find Port D'Andratx, a picturesque fishing village.
- Old Town: It is where the majority of must-see tourist attractions are located such as the majestic 'La Seu' Cathedral, the Royal Palaca of Almudaina and Es Baluard Contemporary Art Museum.
- Plaza Espana (A large district with shops, restaurants and bars) | Plaça d'Espanya, s/n, 07004 A large district of shops, restaurants and bars.
- Carrefour Porta (Supermarket) | Pii Avinguda de Gabriel Roca, 54, 07015 Palma
- Club de Mar (Yacht Club in Palma) | s/n Meulle Pelaires, 07015
- Porta Pi (Retail Shopping Mall): Avinguda de Gabriel Roca, 54, 07015
- Fan Shopping Mall | Carrer del Cardenal Rossell, s/n, 07007
- Decathlon | Av de Jaume III, 21, 07012 Palma
- Nice Price (English Produce Super Market) | Carrer Miguel de Cervantes, 8, 07181 Calvia
- Makro (Whole Sale Super Market) | Carrer del Guadiana, 140 Guadiana Polígono Industrial Son Fuster-Manzana A, 07009 Delivery Service available. You will need boat papers in order to open an account. Fiona takes care of this: fiona@yachtstoredirect.com +34 669 49 64 93
- Leroy Merlin (Hardware) | Centro Comercial Ocimax, Carrer del Bisbe Pere de Puigdorfilà
- Hardware Bauhaus (Hardware) | Carrer d'Antoni Planas Juan, 1, 07141 Marratxi
- Magatzem Verd (Garden Center) | Carrer del General Riera, 158
- Boat Yards in Mallorca
 - Astilleros de Mallorca | Contramuelle-Mollet, 11, 07012
 - STP | Muelle Viejo, s/n, 07012
 - Port Adriano | Urbanización el Toro, s/n, 07180 Calvia, Balearic Island

We hope this guide helps you get on task and get onboard!

Get started with our sample CV template on the next page and see how fast you land that new crew position.

YOUR NAME


Your Email | Your Phone #

Your photo should be a passport style photo.

You should be dressed in professional attire. No sunglasses, no hats.

And please remember to smile!

 vaccination status

 your nationality

 date of birth

VISAS

Visa Type

LANGUAGES

Spoken Language 1

Spoken Language 2

SKILLS

Skill related to yachting

Skill related to yachting

Skill related to yachting

HOBBIES

Hobby 1

Hobby 2

Hobby 2

CAREER OBJECTIVE

Write a brief description of your expectations in the yachting industry including the position you are seeking and mentioning your transferable skills. Keep it concise and to the point!

Example: I am looking to obtain a permanent position as an entry-level deckhand on a yacht between 80–300' where I may utilize my carpentry background and extensive watersport/boating background, and am happy to travel anywhere.

EXPERIENCE

Work experiences should be listed with most recent job first. Your work experience does not have to be purely boat experiences but any position that shows transferrable skills. Long gaps in between work experiences should ideally be explained.

Boat/Company (Size/Build) Position Held Start Date - End Date

- Private or charter (How many? How long?), responsibilities held, areas cruised, etc.
- Tender driving (Size), Guest Interaction level (Parties, watersports, etc.)
- What can you offer? What skills have you learned? What have you experienced?

LICENSES & CERTIFICATES

Please list any yachting certificates or licenses relevant to the position that you seek. Remember to include the dates that these were obtained.

License/Certificate Title Date Obtained Expiration (if avail.)

EDUCATION

List any secondary or higher degrees obtained. This should be in order with the most recently obtained first. Date that the degree was obtained should also be listed.

Name of Institution Area of Study Date Obtained

REFERENCES

Please include at least 3 references with current contact information: telephone and email addresses.