



Now that you have decided to take the plunge into an exciting new career in the yachting industry, it can sometimes be overwhelming to figure out where to begin.

In order to assist you with finding the perfect job on a yacht, we have put together this helpful guide of information that will prepare you for your arrival to Antibes and steer you on the right course once you arrive in town.

Before Arriving

■ Obtain appropriate visas

- ✓ **Valid passport:** make sure it is not about to expire!
- ✓ **Schengen visa:** Allows you to freely travel to the 25 Schengen territories of EU, including the entire Western Med (yachting hub area!).
 - To see if your country of citizenship requires the Schengen visa, please visit:
WEB: http://en.wikipedia.org/wiki/Schengen_Area
- ✓ **B1/B2 visa:** Allows non-US (and non-Canadians) to work on a foreign flagged vessel in US waters. You must apply for this at a US Embassy/Consulate before heading to the US.
 - Worldwide embassy information:
www.embassyinformation.com
 - US Government site:
http://travel.state.gov/visa/temp/types/types_1262.html

■ Book crew house accommodations

Crew houses are temporary accommodations, specifically for yacht crew, with 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. Also ask about daily rates. Accommodations are typically shared with 2–6 people per bedroom; some will be the same gender and other rooms could be mixed. Private rooms/apartments are also available but come at a much higher cost than shared accommodations. Crew houses offer great



getting into town – now what?

What to do once you've arrived and how to find what you're looking for.

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getting around antibes

Here are a few ways to get where you need to go.

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immerse yourself
in knowledge
about the
industry

use the
internet
to your
advantage

have the proper
training in place
to build a solid
foundation

networking opportunities to meet other yacht crew looking for work and even secure day work. Here are some places we recommend looking into:

- ✓ **Crew Grapevine:** TEL: +33 (0)6 16 66 28 43
EMAIL: info@crewgrapevine.com | WEB: www.crewgrapevine.com
- ✓ **The Glamorgan:** TEL: +33 (0)6 25 16 54 57
EMAIL: glamorgan@orange.fr | WEB: www.theglamorgan.com
- ✓ **Debbie's Crew House:** TEL: +33 (0)6 3238 7528
EMAIL: debbie@debbiescrewhouse.com
WEB: www.debbiescrewhouse.com
- ✓ **The Crew House:** TEL: +33 (0)4 92 90 49 39
- ✓ **Apartments Le Resideal:** TEL: +33 (0)4 92 90 76 00
EMAIL: resideal.antibes@resideal.com | WEB: www.resideal.com
- ✓ **Ammas Crew House:** TEL: +33 (0)6 19 63 82 50

■ Research, research, research!

One of the best things you can do to prepare for your new career is to immerse yourself with knowledge about the industry. Use the internet to your advantage and research everything you can to make yourself well-informed and aware of what you are getting into.

Here are some ideas of where to begin with your research:

- ✓ **LuxYachts Frequently asked questions:**
www.luxyachts.com/Crew/crew-faqs.aspx
- ✓ **Crew Salary guide:**
www.luxyachts.com/Documents/Crew/salaryguidelines.pdf
- ✓ **Positions on board & corresponding duties:**
www.luxyachts.com/crew/job-descriptions.aspx

Getting into town – Now what?

Now that you've arrived in Antibes 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 build a solid foundation for a successful career. Maritime courses should be viewed as an investment and not a cost! We would recommend taking these courses in the UK as the cost in France can be rather steep however we have listed suggestions for both below:

All new crew are *required* to complete:

- ✓ **STCW 95 – Standards of Training, Certification, and Watchkeeping for Seafarers:** Basic entry-level certification that will take 5 days to complete at a maritime school. The cost of the course averages 1200€, depending on your location and school. The course consists of four modules:


 Search

- Sea Survival
- Firefighting
- First Aid/CPR
- Personal Safety & Social Responsibility

- ✓ **Proficiency in Security Awareness:** Security awareness training must be undertaken by all seafarers employed or engaged in any capacity on ships which are required to comply with the ISPS Code. The cost is around \$200€.
- ✓ **ENG 1:** Not a course, but a Seafarer's medical exam which consists of a brief physical exam, sight/hearing tests, etc. The cost is around 120€. There are two places in the Antibes area to obtain the ENG1:
 - **Dr. Catherine LeFevbre:** 69 Boulevard de President Wilson, 06160 Antibes/Juan Le Pins, +33 (0)4 92 93 07 70 (20 minute walk from Antibes Old Town)
 - **Dr. Patrick Ireland:** Le Forum, 1913 Route de Cannes, 06560 Valbonne, +33 (0)4 93 12 95 66 (Take Bus #10 from Antibes Bus Station to Valbonne Village, then take Bus #22 to Le Forum)

In addition, it is a good idea to take the following courses (depending on desired career path) in order to gain further training and present yourself as a more qualified candidate to potential employers:

- ✓ **Powerboat Level II (or RIB II):** A two-day course that covers the skills needed to drive a small tender/rigid inflatable boat. Course content includes basic boat handling, collision avoidance, high speed maneuvers, and man overboard procedures. The cost is approximately 450€.
- It is required by law to have this license when operating a tender in Mediterranean waters.
- ✓ **Jet Ski License:** This course will suit both first time Jet Ski riders and those with previous Jet Ski experience, wishing to operate a Personal Watercraft. With new regulation in the Mediterranean, if you want to ride a Jet Ski you must present the appropriate Jet Ski license (Personal Watercraft Certificate) to the authorities. The PWC course will cover everything from launching and recovery, safety on the water, navigation, and high speed Jet Ski handling. The cost is approximately 350€.



Register

Please fill in the following information to create a user account:

First Name:

Last Name:

Email Address:

Please tell us which role best describes your yacht job:

Register with Luxury Yacht Group or come in to meet us!

Visit www.luxuryachts.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:

- o A simple, professional CV/Resume in Word or PDF format
- o A clear statement of objective which is professional, concise, and honest
- o A digital photograph, passport style in professional attire, which is a positive reflection of you. Remember, no hats or sunglasses!
- o Current personal information, especially your email address and phone number
- o Maritime certifications with digital uploads of your qualifications
- o At least three work experiences (If you are new to the yachting industry, please include your non-yachting work history.
- o At least three references with current contact information, including an email address

- ✓ **Personal Water Craft Instructor:** Most large motor boats and super yachts carry jet skis (PWC personal water craft) for guests' entertainment. In the Med all maritime administrations require jet ski operators to be licensed and hold a certificate. The RYA has developed clear standards for the operation of personal watercraft (jet skis), including the rule that if jets skis / PWC are on a yacht, the yacht must employ a qualified RYA PWC instructor.

For those who work in the yachting industry or who want to start working in the yachting industry obtaining the RYA PWC Instructors course will greatly increase your chances of employment on yachts. The cost is approximately 750€.

- ✓ **Megayacht Deck Crew Course:** A five-day course which includes both theory and practical aspects of basic seamanship and exterior deck duties, including: onboard safety & equipment, lines and knots, collision regulations, intro to VHF radio operation, and much more. The cost is approximately 800€.
- ✓ **Megayacht Interior Course:** These vary from school to school, but generally it's a five-day course which includes both theory and practical aspects of basic seamanship and interior duties, including: Silver Service & etiquette, bartending & wine service, food safety & hygiene, tea & coffee service, and much more. The cost is approximately 800€.
- ✓ **AEC (Approved Engine Course):** A five-day course to improve understanding of diesel engines, fuel systems, cooling systems, engine electrical systems, and more. The cost is approximately 1000€.

Where can you take these courses? We recommend these schools:

- ✓ **Antibes: Zephyr Yachting**
+33 (0)4 93 33 34 04 | www.zephyr-yachting.com
- ✓ **England: Warsash Superyacht Academy**
+44 (0)1 489 55 62 17 | www.warsashsuperyachtacademy.com
- ✓ **Isle of Wight: UKSA**
+44 (0)1 983 29 49 41
www.uksa.org/career/yachting/yachting-course-navigation.asp

■ Create a yachting CV / resume

This is an extremely important aspect of your job search since it is your first contact with potential employers and the document you will use to sell yourself as a professional, qualified candidate. Please make sure all of the information on your CV is accurate, up to date, and concise. We recommend that you restrict your cv document to a 2 page maximum.

★ **If you need some help with creating your yachting CV, we have attached a sample template at the end of this document for you to use.**

■ Cell phone service

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

1. Pick up a local cell phone/SIM card if you have an unlocked phone.
2. Get a roaming SIM card if you could be traveling between countries in and around the Med.
3. Contact your current cell phone provider in your home country to see if they offer competitive rates for an international calling package.

If you decide to look for a local French pay as you go SIM card option, please see below for some of the stores to check out. Most shops will have an English speaking member of staff:

- ✓ **Orange France:** 9 Boulevard Chancel, Antibes
- ✓ **SFR:** 2 Bis Rue de la République, Antibes
- ✓ **The Phone House:** 4 Avenue Robert Soleau
Carries a variety of networks

You can top up your pay-as-you-go SIM cards at the local Tabacs, Schlecker Supermarche, at the ATM and if your French is good enough you can top up on the Internet.

■ Get business cards printed

You never know when you'll make a networking connection around town, so it is important to always be prepared for those times when you're not carrying around your CV. Your business card

should include your name, nationality, contact information, what position you are looking for, experience level, a snapshot of your certifications, and a small photo.

Here are a few places to look into for getting business cards printed:

✓ www.vistaprint.co.uk

- 250 cards double-sided in full color for 12£ plus shipping

Even with international shipping to France the cost is still competitive. However, if you can't wait for them to be delivered or haven't ordered business cards prior to your arrival to France, then there are some local options in Antibes.

✓ **SGS Antibes**

26 Rue Lacan, Antibes

www.s-g-s.fr/en/imprimerie-antibes

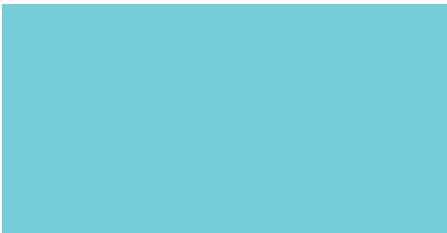
- 40€ for 100 color business cards
- 29€ for 100 black & white cards

Or you can make your own and print them at one of the internet cafés.

■ Secure daywork

Daywork is just how it sounds – 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 on board. 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. Daywork can sometimes lead to a permanent position if there is a vacancy on board and the Captain likes your work, so be sure to do a great job, work hard, and maintain a positive attitude. With that said, how do you go about finding daywork?

- ✓ **Dockwalking** – You can walk the docks and look for work. While this may sound intimidating, bear in mind that everyone has to get their start somewhere, and most of the crew you will be speaking with have dock walked themselves at some point in their career.

Here are some tips to help point you in the right direction:

- **Dress to Impress** – You want to look like a crew member ready for a day's work, so a white t-shirt/polo shirt with khaki shorts/skort is the ideal uniform. Make sure to invest in a comfortable pair of boat shoes since you may be doing a lot of walking!
- **Be Prepared** with your CV or business cards to hand out to anyone you strike up conversation with. Even if they do not need your help, they may know of someone who does.
- **Strike at different times** – While morning (7:30am – 8:00am) is typically the best time to dockwalk, you might also try during lunch time when crew may be more inclined to chat during their break. Alternatively, you could also try at the end of the work day between (4.30pm -5.00pm) as the vessel may be looking for extra help for the following work day.
- **Do not take rejection personally** – Sometimes yachts are fully crewed and they just don't need extra help. Try not to get discouraged and remind yourself that tomorrow is a new day. Perseverance and remaining positive go a long way during your job hunt!
- ✓ **Crew houses** – Make friends with your flat mates and neighbours. You never know when someone will get a call for daywork and if they are already working, they could recommend you for the job instead!

■ Read local yachting publications

Local yachting publications help keep you informed as to the current happenings in the industry; including news 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.thecrewreport.com

While not necessarily yachting-related, the following publications are very helpful for expats in France:

- ✓ **Riviera Reporter** | www.rivierareporter.com
- ✓ **Angloinfo** | <http://riviera.angloinfo.com>



■ 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!

Getting Around the French Riviera

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

- **Train** – The best method of transportation between the ports up and down the coast is by train. Go to the train station and pick up a copy of the Number 04 timetable with trains running from Mandelieu-La Napoule to Ventimiglia (border of Italy). There are machines at the stations where you can buy your tickets either on your credit card or with cash. However if you are unsure at the main stations, of Cannes, Antibes, Nice and Monaco, you will normally find an English speaking assistant who can help you.

www.voyages-sncf.com/billet-train

- **Bus** – Another method is bus, and the bus network in and around Antibes is excellent. The "Envibus" line has 31 bus routes in Antibes and with other lines connecting with the surrounding towns and villages. The main Gare Routiere (bus station), Antibes is near Place General de Gaulle in the centre of town.

For 1€ a 'Ticket Azur' travel card allows you to travel on two successive forms of public transport across a network of regional buses as well as the Nice tram providing the 2nd leg of the journey is undertaken within 3 hours of the first.

The easiest procedure is to obtain the Ticket Azur card when you board your first bus. Simply tell the driver your journey's destination, pay 1€ and you will be presented with a magnetic Ticket Azur card along with a "Ticket Azur facturette" (the receipt valid for the whole journey). The facturette must be validated on the 2nd bus/tram within 3 hours of issue by swiping the magnetic card.

www.envibus.fr/itineraire.asp

- **Electrical Scooter rentals** – Be safe and wear a helmet!

✓ **Scoot'e:** 6 boulevard Dugommier / Avenue Tourre

WEB: www.scoote.net/en/point-de-location

■ Car hire

- ✓ **Midi-Location** is very close the Luxury Yacht Group Offices located just outside of La galerie due Port. They rent small vehicles from 37€ per day.

WEB: www.midi-location.fr

TEL: +33 (0)4 93 34 48 00

- ✓ **Avis** – Car rentals can be collected either from 32 Boulevard Albert 1er, Antibes or Antibes Train Station.

WEB: www.avis.com

TEL: +33 (0)4 93 34 65 15

- ✓ **ADA Car Hire** – 34 avenue Robert Soleau and 93 Boulevard Wilson

WEB: www.ada.fr/location-voiture-antibes.html

TEL: +33 (0)4 93 34 02 34

- ✓ Portosole, Via del Castillo 17, San Remo, Italy, 18038
- ✓ Viareggio Porto Turistico, Piazza Palombari, dell'Artiglio 4, Viareggio, Italy 55049
- ✓ Porto di Livorno, Palazzo Rosciano 6, Livorno, Italy 57123
- ✓ Genoa Marina Porto Antico, Genoa, Italy

■ Boatyards in France/Monaco

Since boatyards are most often the place where dayworkers are needed, it is a great idea to become familiar with them. If the security guards will not let you enter the yard (which most cases they will not), they may allow you to leave a CV with them in case they get any calls for daywork. It never hurts to ask! Be sure to check out the following:

- ✓ International Technic Marine
Boulevard des bassins de Radoub
Marsailles, France
- ✓ International Marine Services
Le Pin Rolland 83430 Saint-Mandrier-sur-mer
Toulon, France
- ✓ Monaco Marine Shipyard
46 Quai François Mitterand
13600 La Ciotat, France
- ✓ Monaco Marine Shipyard
Marines de Cogolin, St Tropez, France
- ✓ Monaco Marine Shipyard
Port de Plaisance, Beaulieu-sur-Mer, France
- ✓ Monaco Marine Shipyard
14 quai Antoine 1^{er}, MC 98000, Monaco

■ Boat Yards in Italy

- ✓ Amico Shipyard
Via del Pescatori 16128 Genova

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!

■ Marinas in France/Monaco

- ✓ Port Grimaud, St Tropez
- ✓ Port de la Rague, Mandelieu La Napoule
- ✓ Port Pierre Canto, Cannes
- ✓ Old port, Cannes
- ✓ Camille Rayon, Golfe Juan
- ✓ Port Vauban, Antibes
- ✓ Marina Baie Dees Anges
- ✓ Port de Nice
- ✓ Port Hercule, Monaco

■ Marinas in Italy

- ✓ Porto di Imperia, Via San Lazzaro 8, Imperia



Places to Know (CONT'D)

■ Shops/Grocery Stores:

- ✓ **Geoffery's** the British food store, located on Rue Lacan, sells a large selection of British foods from Bacon to tea bags and confectionary.
- ✓ **Heidi's English Bookshop**
24 rue Aubernon
A selection of new and used books, cards, stationery and BBC videos
- ✓ **Maison Robert**
44 Rue de la République
A small supermarket, located in the center of the old town, which has a butchers inside the store
- ✓ **Carrefour Market**
5 Avenue Pasture Antibes
General supermarket with separate green grocers
- ✓ **Intermarche Antibes**
7 Boulevard Albert 1^{er}
General supermarket with separate green grocers
- ✓ **Monoprix Antibes**
11 place General de Gaulle
An upmarket grocery store, with a cosmetics and clothing section

■ Clothing Stores:

High street clothing stores are found in the nearby cities of Cannes and Nice, or at the shopping Mall called **Cap 3000**.
www.cap3000.com/toutes-les-boutiques

You can get to the Mall by taking the train to St Laurent Du Var and from the station it is about a 5 minute walk. You can see the Mall from the train station so it's quite easy to navigate.

■ Wi-Fi:

There are plenty of cafes and bars in Antibes that offer wifi here are just a few options listed below:

- ✓ **Blue Lady Pub**
La Galerie du Port Rue Lacan
www.blueladypub.com
The Blue Lady Pub is situated in the heart of Old Antibes and is a real institution for Captains and crew members. Open year round from 7.30am to midnight. Serving food from 7.30am to 3pm, offers **free wifi** to its customers
- ✓ **Felix Café**
50 Boulevard Aguillon
Bistro and coffee shop offering **free wifi** to its customers
- ✓ **Choopy's Cupcakes & Coffee Shop**
16 rue Vial, 19 rue du Marc
Highly recommend their cupcakes and lunch menu, also offers **free wifi** to its customers
- ✓ **Xtreme Cyber Café**
La Galerie du Port
Offers services such as scanning, colour printing, faxing etc.



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 address****Your current contact number****Your current location**

Nationality

Date of Birth

Visas

Spoken Languages

Your photo should be
a passport style photo.

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

And please
remember to **smile!**

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.

License and 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 Date If Applicable***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***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*

Detailed job description bullet pointed and possibly to include some of the following:

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

Skills

Highlight those skills that pertain to yachting (e.g.: line handling, fishing, dive master, bartending, flower arranging). You should be prepared to speak about your experiences in these areas in an interview.

Interests & Hobbies

Offer a few things you like to do in your spare time.

References

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

Having a clear and straightforward CV can help us to best highlight your abilities to a potential employer. Try to keep it to a 2 page maximum and be sure to always keep it up to date. Should you need further assistance, please contact us at crew@luxyachts.com.