

MRS ANASTASIJA KAMPA



Date of Birth: 03rd of June 1985

Nationality: British & Latvia

Tel.: +971559723877 (mobile)

E-mail: anastasija.kampa@gmail.com

Address: Centrium Tower 4, Apartment 2105, IMPZ, Dubai, Production City, Dubai, UAE

- About 11 years of work experience in maritime industry including commercial ship management, chartering and post-fixture operations of the ships, fleet management, crewing management.
- About 7 years of work experience in Vessel Operations.
- Highly motivated, organized and hard-working person. Quick learner and good team player. Diligent in performance of duties and assignments.
- The knowledge of languages: English (fluent), Russian (native), Latvian (native)
- Maritime software knowledge: IMOS (VESON), Softmar, Netpas Distance, Netpas Estimator, DryQ88, WNI, StormGeo Fleet DSS, StormGeo S-Insight, StormGeo + DNV GL Navigator Insight, DA-Desk, Shipfix (VESON)

EDUCATION

Master of Science (with Merit) - International Shipping and Logistics at Southampton Solent University, UK. Full time course from September 2015 to September 2016.

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| • Maritime Management and Sustainable Shipping | • PRINCE2 project management methodology |
| • Logistics and Supply Chain Management | • Maritime Business and Strategic Management |
| • Marine Operations and Transport Operations | • Research Methods and Proposal |
| • International Maritime Law | • Master's thesis on 'How London Gateway and Southampton ports' security is vulnerable because of modern terrorism? |
| • ISPS Training | |
| • Operational Risk Management | |

Bachelor of Science (Hons) - Ship and Port Management at Southampton Solent University, UK. Full time course from September 2012 to June 2015.

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| • Maritime Operation Programme | • Maritime Logistics |
| • Ship Management and Operations | • Supply Chain Management |
| • Shipping Law | • Port Management and Operations |
| • Risk Management | • Port terminal planning, development and operations |
| • Maritime Trade and Business | |
| • Chartering practice | |

- Freight forwarding and cargo handling
- Marine Pollution Management
- Management of Marine Organizations
- Strategic Management and Marketing
- Current Marine Issues
- Dissertation on LNG as alternative marine fuel

WORK EXPERIENCE

Operations Manager at DRYDEL SHIPPING DMCC, Office 2505, 25th Floor, Uptown DMCC, JLT, Dubai, UAE, Dubai UAE

From June 2024 until October 2024

<https://drydelshipping.com/>

- Operations from start to the end of Time Chartered In bulk carriers (4-5 vessels Ultramax size)
- Voyage instructions and Time Charter In instructions to Master.
- Calculation of bunkers requirement for the vessel.
- Calculation of optimum speed and consumption for the vessel.
- Port agency appointment, port DA review / negotiations and payments.
- The on/off hire surveys / bunkers BQS / detective surveys arrangements.
- Appointment of weather routing company.
- Monitoring the vessel's performance during the voyage.
- Review of pre-stowage plan sent by Master by maximizing the intake.
- Review and approvals of daily hire / final hire payments.
- Review and approvals of laytime calculation.
- Cargo documents review, including BL issue (or switch as necessary), issuance of relevant LOI.
- Daily communication with ship's Masters, port Agents, Brokers, Charterers, Ship Owners
- Claim handling – legal disputes resolution (commercial disputes / cargo claims/ underperformance claims) and liaison with P&I Club / FDD department / external lawyers as necessary.

Operations Manager at Midstar Shipping FZE, Office #1804, JAFZA View 19, Jebel Ali, P.O. Box 17914 Dubai UAE

From June 2022 until May 2024

<https://midstar.com/shipping/>

- Handling the commercial operations of a fleet of bulk carriers (6-8 vessels – Supramax & Ultramax size) owned and Time Chartered In.
- Overlooking and responsible for the day-to-day operations activities.
- Managing the daily post fixture operations of the chartered/owned fleet, oversee stowage planning, monitor vessel, and port performance and handle all risk management activities in relation to operations liaising with the concerned teams.
- Managing the daily operational matters of the chartered/owned vessels and to continuously seek to improve the voyage result.
- Calculating and planning entire voyage of fixed vessels, bunker arrangements, cargo calculations, relevant agency appointments, monitoring vessel's consumption/speed.
- Using IMOS for voyage management, updating vessels positions, cross checking actual PNL against estimate.
- Utilizing IMOS for drawing up profit and loss reports, analyze same and discuss with chartering on ways to increase profits.
- Preparing invoices and secure punctual settlement of freight and T/C hire, in cooperation with the Accounting Department.

- Ensuring that services are being delivered as per agreement and ensuring that process documentation are up to date as per the company and the maritime standards for all processes.
- Appointment of agents and providing voyage, load and discharge instructions to vessels and agents.
- Constant communication with Masters, owners, customers, brokers & agents.
- Accurate update of position book and voyage management software (IMOS).
- Calculating/estimating the results of operational challenges during the progress of voyages.
- In coordination with the vessel's management /owners and agents, to make out necessary load and stow plans in order to optimize the voyage result.
- Initiating and executing bunker procurement.
- Handling operational claims (vessel or cargo) alongside relevant parties.
- Cutting down operating costs by evaluating port disbursement accounts, negotiating contracts for the shipowners with the charterers on laytime calculation, charter party, and fixture note.

Ship Operations Executive at ArcelorMittal Berkeley Square House, London W1J 6DA, UK.
From July 2021 until June 2022.

<https://corporate.arcelormittal.com/>

- Operation of about 9-11 bulk carriers (Supramax, Ultramax, Panamax, Post Panamax, Kamsarmax, Baby Cape) owned and Time Chartered In by the company.
- Once next employment is fixed for the vessel, all post fixture activities arrangements i.e.: issuing voyage instructions to the vessel (time-charter and voyage), nomination of port agencies including PDA/FDA settlement to cover port costs, supply of bunkers ensuring safe voyage, guiding Master on cargo holds preparation.
- Issuing Freight Invoices promptly upon completion of loading.
- Laytime calculation and demurrage / despatch invoicing after completion of the voyage.
- Hire invoicing and payments for *TC In* ships and hire collection for *TC Out* ships.
- Organizing the on-hire / off-hire survey and analyzing the Survey report.
- Checking Master's Stowage plan to secure maximum cargo intake.
- Claim handling including performance claims.
- Updating the system – Softmar and IMOS (VESON).
- Handling cargo documents and LOIs.
- Monitoring the costs of the voyage against the Voyage Estimation, P&L.
- Appointment of weather routing services and monitoring the voyage weather conditions. Analyzing the weather routing report.
- Updating the position list of the allocated vessels in Excel for Chartering Team planning of next employment.

Ship Operator at Marine Capital Limited, 70 Pall Mall, St James, London, SW1Y 5ES, UK.
From December 2017 to December 2020.

<https://www.marine-capital.co.uk/>

- Chartering and post fixture operations of number of Handysize and Ultramax bulk carriers (4-7 vessels) owned and managed by the company.
- Managing independently daily operations of the vessels as well as work as a part of the Technical and Operations Team on day to day tasks.
- Monitoring the operational performance of the assigned vessels against the agreed commercial descriptions.
- Holding specific responsibility on a day-to-day basis for approval of operations cost items up to pre-defined limits.

- Liaising with Charterers and ship agents as necessary to ensure the safe and efficient operation of the company's fleet, following up on vessels' itineraries and employment requirements.
- Ensuring that the Captains are briefed on the day to day commercial / operational requirements for their ships and monitoring their compliance with Charter Party requirements.
- Ensuring that hire, freight and any additional costs allowed for under the Charter Parties for the company's vessels are invoiced and payment is received timely.
- Planning, negotiating and finalizing the next employment for the vessel.
- Bunker planning, procurement and supplying.
- Issuing voyage orders to ship's Master.
- Planning Voyage and bunker calculation also using softwares such as Netpas Distance and Netpas Estimator.
- In conjunction with the Vessel Manager, liaising with the Technical Service Provider regarding the ships' necessities (i.e. crew changes, cash to master arrangements, spare parts and husbandry deliveries, Class attendances, cargo / bunkers surveyors' attendances, ships' visits, etc.).
- Handling documentations such as Charter Party / Invoicing/ LOIs, Mates Receipts, Bills of Ladings, Cargo Documents, Stowage Plans, Loadmaster indicator printout etc.
- Liaising with Charterers, ship agents, weather routing companies and P&I Clubs and their correspondents as necessary to ensure the safe and efficient operation of the assigned vessels.
- Liaising with P&I Clubs and their correspondents in regard to the settlement of P&I and Freight, Demurrage and Defence (FD&D) related insurance claims.
- Legal disputes resolutions e.g. P&I cargo shortage / damage claims, underperformance claims, bunkers short delivery disputes, bunkers off specs / quality issues, FD&D claims etc.
- Attending Company vessels in service periodically to assess their operational performance and to interview & brief /debrief ships' Captains and Chief Engineers with respect to the operation of their vessels.
- Following regulatory developments affecting the commercial operation of the company's vessels and implement changes if required.
- Establishing and maintaining good business relationships with Charterers, Owners, Shipbrokers, Ship Agents, Bunker Traders and Vessels' Crews.
- Coordinate, tackle and find solutions to various commercial and technical problems/disputes to Owners and Charterers satisfaction.
- Involvement in new projects, sales & purchase activities and business analysis of the company.

**Fleet Manager at Nadejda Shipmanagement UK Ltd, 100 Pall Mall, SW1Y 5NQ, London, UK
From June 2011 to June 2012.**

- Operation of vessels - L.P.G. tanker and General Cargo ship owned and managed by the company.
- Commercial management of the fleet.
- Chartering and post fixture of assigned vessels.
- Monitoring the ship's operation and performance.
- The voyage costs calculation / freight rate calculation and issue of voyage instructions to ship's Masters, planning, optimizing and managing voyage.
- Ensuring that voyage is performed in cost efficient manner.
- The bunkers consumption calculation, procurement and supply as necessary.

- Fixture negotiation and drafting the Charter Parties and its clauses.
- Fleet management, arrangement of deliveries of stores and spare parts including repair works in accordance with orders from Technical Managers.
- Arrangement of vessel supply including technical supply, provisions, fresh water and bunker supply.
- Fleet personnel management, recruitment of marine personnel, planning of crew joining the vessel and arrangement of crew changes, travel, accommodation.
- Nomination of port agents and further cooperation.
- The control of ships' operating costs including crew wages, vessels supply and bunker costs.
- The maintenance of vessels' and company's documentation.

Crew Manager Assistant at SIA Lat. Baltic Group International (BGI) on behalf of V.Group Limited
(17a Dunties Str., Riga, Latvia, LV-1005).

From September 2007 to June 2011.

<https://vgrouplimited.com/>

<https://www.bgicrew.com/eng>

Crew management for V.Ships managed v vessels and third party clients.

- Recruitment of marine personnel.
- Controlling the planning of crew signing on/off the ship and an arrangement of crew changes.
- Preparing the seafarers' documents for joining the vessel in accordance with STCW Convention, IMO modules and client/companies procedures/requirements/policies and manuals.
- Arrangement of all types of visas for the crew members.
- Communication with seafarers, travel agencies, Embassies, Flag State Administrations.
- Database records maintenance.
- Preparing monthly reports.
- Negotiations with clients.
- Arrangement of necessary training, travel arrangements, flight/hotel booking for the crew.
- Preparing the contracts, arranging the reimbursements to the seafarers.
- Operating electronic mail systems and coordinating the flow of information both internally and with other organisations.
- All duties and responsibilities were in English language due to the nature of the business.

PROFESSIONAL SHIPPING CERTIFICATIONS

- **Laytime calculation and Demurrage / Despatch Claims** - Institute of Chartered Shipbrokers Middle East, July 2024
- **Management Implementation of the International Ship and Port Facility Security (ISPS) Code.** Southampton Solent University. January 2016.
- **International Convention STCW, Manila amendments.** Novikontas Training Centre, Riga, Latvia. February 2011.
- **E-Mail Management Seminar.** V.Ships Ltd, Riga, Latvia. January 2010.
- **Tanker Familiarization Training.** Novikontas Training Centre. Riga, Latvia. February 2010. Familiarization with tanker types. Basic Safety and pollution hazards. Cargo equipment, cargo operations, emergency preparedness. Familiarization with International codes
- **International Convention STCW, EU Directives and Latvian Maritime Legislation.** Novikontas training Centre, Riga, Latvia. April 2008.