



SHORTLISTING TOOL | 2026 EDITION

Candidate Readiness Scorecard

A 100-point decision tool for technical fit, compliance, availability and joining certainty.

FOR CREWING MANAGERS, TECHNICAL SUPERINTENDENTS AND MARINE HR

SEEMPLOY | MARITIME CREW INTELLIGENCE

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Score only after the hard gates pass

A high total cannot compensate for an invalid CoC, an unacceptable flag route, an expired medical or an impossible joining plan. Apply the gates first, then use the weighted score to compare candidates who are genuinely deployable.

Mandatory pass/fail gates	
[]	Rank-appropriate CoC is valid and verifiable
[]	Flag endorsement or acceptance path is confirmed
[]	Medical certificate is valid
[]	Travel documents and visas fit the route
[]	Candidate confirms availability and contract terms
[]	No unresolved employment-record discrepancy

Weighted score

Dimension	Weight	What good evidence looks like
Role and vessel fit	25	Recent service in rank on the relevant vessel or closely comparable operation.
Cargo / engine / DP competence	20	Specific plant, cargo, terminal or DP exposure tied to sea-service evidence.
Document readiness	20	Verified certificates, medical, flag path, passport and visas with adequate validity.
Joining certainty	15	Confirmed availability, realistic travel route and contingency margin.
Technical communication	10	Clear explanation of recent operations, incidents, handovers and decisions.
Employment record and references	10	Consistent service record and reachable, relevant referees.

Scoring anchors

Score	Meaning	Decision
85-100	Strong match; evidence complete or minor administrative gap only.	Proceed to client approval / mobilisation planning.
70-84	Viable match with one or two controlled gaps.	Proceed only with named owners and deadlines.
55-69	Material uncertainty in fit, evidence or joining.	Keep as reserve; do not present as ready.
Below 55	Weak fit or multiple unresolved risks.	Reject for this requirement.

Technical interview prompts

- Describe the last cargo operation, engine-room event or DP task you personally controlled.
- What was the highest-risk decision in your last contract, and what evidence did you use?
- Which part of this vessel or trade would require the most preparation before joining?
- Walk through your last handover and the first six hours after taking over the watch or department.
- Name one limitation in your current documents, travel route or availability.

Candidate comparison sheet

Candidate	Fit /25	Technical /20	Docs /20	Join /15	Comms /10	Record /10	Total
A							
B							
C							
Decision							

Single-candidate scoring worksheet

Dimension	Maximum	Score	Evidence reviewed	Gap / owner / deadline
Role and vessel fit	25			
Cargo / engine / DP competence	20			
Document readiness	20			
Joining certainty	15			
Technical communication	10			
Employment record and references	10			
Decision total	100			

Decision record

Mandatory gates: Pass / Fail	
Recommendation: Present / Reserve / Reject	
Technical interviewer	
Compliance reviewer	
Open exception approved by	
Next milestone and time	

Scoring discipline

Do not award points for an unsupported claim. If evidence is pending, score the verified position today and list the controlled gap separately.

Turn the worksheet into a live shortlist

Send one vessel type, one rank, one joining date, contract length, pay range, flag, trading area and non-negotiable experience. Seamploy will return the next-step plan at [seamploy.com/foremployers](mailto:info@seamploy.com) or info@seamploy.com.

Sources and evidence boundary

All web sources were checked for this edition in September 2026. Public vacancy-board values are dated snapshots and can change. Links below identify the exact pages used. No source is treated as proof of Seamploy performance.

[1] [IMO - Training and Certification of Seafarers](#). STCW establishes international qualification standards for masters, officers and watch personnel.

[2] [IMO - Certificate Verification](#). STCW Parties maintain registers and make certificate and endorsement status available for verification.

[3] [ILO NORMLEX - Maritime Labour Convention, 2006, Standards A1.2 and A1.4](#). Medical fitness and recruitment and placement requirements.

[4] [SIGTTO - LNG and LPG Experience Matrix Guidelines for Use](#). Experience matrices are guidance and should sit within a broader competence management system.

[5] [Seamploy - For Employers](#). Contact point for a live crew requirement.

About this edition

Prepared by Seamploy for maritime employers. The tools support screening and operational planning; they do not replace flag-state, company, legal, medical or travel verification for a live joining.