

Operations / Yard Supervisor

Full-time, Permanent
Based at Cairnrobin

Overview of Role:

To oversee the Yard Operations team and daily work scope in all areas of the Lower Yard, Aviation Tank Farm and Workshop ensuring efficient provision of OEG services in a timely and cost-effective manner in order to meet customer requirements.

Key Responsibilities:

- Daily management and prioritising of all work activities to ensure customer requirements are met
- Supervision of Yard Operatives welfare, discipline, time keeping and adherence to local policy and work instruction.
- Yard Operatives overtime and project work scope scheduling
- Implementation and review of procedures and risk assessments
- Ensuring adherence to safe working practices defined within Operating Procedures and Risk assessments and reporting any weaknesses / concerns to the Operations Manager on discovery.
- Control of permit to work system on site when applicable.
- Manage 3rd party contractors for scheduled maintenance activities and ensure compliance with agreed site standards.
- Ensuring all internal site maintenance, inspections and periodic tests are carried out within the required time frame.
- Retention of all paperwork related to site maintenance, inspections, and periodic tests.
- Ensuring all safety, environmental and quality controls are rigorously maintained.
- Ensure the yard is maintained in a safe, tidy, and secure condition
- Control of yard waste ensuring collections are requested in a timely manner.
- JET-A-1 Fuel stock management and reporting of stock inventory to the customer as required
- Understanding and ensuring site adherence to COSHH and COMAH
- Any other duties as required by the Operations Manager and Chemical Plant Manager regarding daily operational requirements
- Customer liaison in the absence of the Operations Manager and Chemical Plant Manager

Skills & Experience:

- Previous experience in a similar role and in a busy yard environment
- Proficiency in Microsoft Packages
- Excellent communication skills
- Able to work as a team
- Ability to prioritise workload

Qualifications:

- Previous experience in a Supervisory role is essential
- Forklift License

Apply with a current CV, availability, salary and benefits expectations to hr@oegoffshore.com