

Job Description

Job Title:	Yard Operative
Location:	Cairnrobin
Responsible to:	Yard Team Leader
Responsible for:	N/A
Core Purpose:	The role involves coordination and control of yard operations to maximise efficiency and to ensure product and service quality is maintained. The Yard Operative will ensure that the control of work in the workshop is maintained to ensure all work activities are carried out as per procedure. The Yard Operative will also be required to assist in all areas of Yard Operations including Wash Bay activities, painting and maintenance.
Health & Safety Responsibilities:	Health and safety of all staff under direct control or supervision. Ensure all activities are carried out in a safe manner in line with current risk assessments and good working practices. Ensure accident/incidents are reported in a timely manner. Comply with OEG Offshore Group HSE policy.
Quality Responsibilities	To have a general understanding of the areas of our ISO 9001 management system that are relevant to the role, comply with our OEG Group Quality Policy and have an understanding of OEG's targets and objectives.
Environmental Responsibilities	Comply with our recycling standards using the correct disposal of items as per signs and bins provided. Reduce energy consumption by turning electrical equipment off when not in use. Report any spills immediately to the Group QHSE Team/Line Manager to allow spill team to clean up using correct items. Comply with COSHH assessments in place, if applicable, and use correct PPE as contained therein.
Key responsibilities & accountabilities:	<ul style="list-style-type: none"> • Under instruction from Yard Team Leader, prioritising of all work activities to ensure customer requirements are met • Participating in morning meeting with Yard Team Leader to plan and prioritise workload • Maintenance and continual improvement of company safety, quality and environmental system and retention of accreditations • Support the Yard Team Leader in all general yard operations • Ensuring compliance and enforcement of all company Health & Safety requirements, as set down by HSEQ Policy, Procedures and Risk Assessments • Preparation of Transportable Chemical and Helifuel tanks • Preparation of Transportable Chemical and Helifuel tanks to undergo Proof Load Tests, MPI or 3rd party Inspections • Carry out minor maintenance and repair tasks of Transportable Chemical and Helifuel tanks, as guided by Yard Team Leader • Ensure the cleanliness and general upkeep of the yard and good husbandry of all yard plant, tools and equipment

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	<ul style="list-style-type: none"> • Assist in wash bay to ensure the stock of clean tanks is maintained to fulfil customer requirements • Unloading & Loading 3rd party transport by means of forklift truck • Ensuring all safety, environmental and quality controls are rigorously maintained • Co-ordinate additional ad hoc tasks as designated by Yard Team Leader
Skills & Experience:	<ul style="list-style-type: none"> • Ability to work independently and as part of a team • Previous experience of working in yard environment • Strong Communicator • Ability to work as part of a team • Ability to prioritise workload • Good written and oral skills of local language and English.
Qualifications:	<p>Minimum Qualifications:</p> <ul style="list-style-type: none"> • Forklift License – preferred • Working at Height certification – preferred
Print Name:	
Signed as accepted :	
Date :	

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