

JOB TITLE:	Operations Engineer
LINE MANAGER:	Technical Director / Operations Manager
LINE REPORTS	TBC
DEPUTY	Case by case basis
LOCATION:	Wallsend, Newcastle upon Tyne, UK

INTRODUCTION

SEAJET, an OEG Offshore company, is a dedicated and independent provider of Electric Controlled Flow Excavation (E-CFE) services to the offshore energy industry.

SEAJET has utilised its experience and track record and combined this with that of its partner companies to develop the most advanced and environmentally friendly range of E-CFE systems – representing a step change in the provision of subsea excavation and trenching services to a global client base.

OVERALL OBJECTIVE OF THE JOB

Leading and supporting the business in the following key functions:

- Provide technical, project and logistical support to the operations department
- Work closely with our equipment build partners, Soil Machine Dynamics (SMD) during the entire build programme of our new Electric Controlled Flow Excavation (E-CFE) systems.
- Oversee build, testing and ongoing maintenance of the E-CFE equipment.
- Develop a solid understanding of the workings of the equipment and provide support for the development of new technologies.
- Onshore support during preparation and execution of offshore projects, including procedures, QHSE documentation, drawings, data collection and reporting and general day to day correspondence with clients.

MAIN DUTIES, RESPONSIBILITIES AND AUTHORITIES OF THE JOB HOLDER:

The Operations Engineer's responsibilities include, but are not limited to:

- Develop and promote a high awareness of our Health, Safety & Environmental culture, with high commitment to a Zero Harm philosophy
 - Work to ensure high standards of commitment to Quality Assurance throughout all stages of the company's operations
 - Oversee and report on the E-CFE system build process and develop a strong working relationship with SMD
 - Develop and manage a maintenance programme for the equipment both onshore and offshore
 - Ensure all E-CFE equipment procedures and testing regimes are adhered to and logged accordingly
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- Preparation and inventory of equipment and spares on mobilisation/demobilisation from offshore projects. Ensure equipment is redressed to a high standard and organise manpower and resource to achieve this within budget constraints
- Support the Operations Manager during across the full lifecycle of a project
- Preparation of procedure documents, QHSE paperwork and project drawings, as required
- Provide weekly project execution and equipment maintenance updates to the management team
- Liaise on an ongoing basis with equipment and parts suppliers to ensure we are utilising the most efficient and cost-effective solutions available
- Actively participate, when required, in company meetings and other business group discussions
- Actively participate in technical, operations and HSE meetings & risk assessments with Clients either within the UK or overseas, as required
- Liaise with offshore personnel to gain feedback regarding the performance of equipment during offshore operations; generate & maintain a database which can be used to identify any areas for improvement to the design/operation/performance of equipment

To undertake all other reasonable tasks as requested by the Operations Director/Operations Manager. The list of duties and responsibilities is not intended to be exhaustive but highlights a number of major tasks of the post. Employees may be required to undertake additional duties which might reasonably be expected of them and which form part of the function of the post.

EXPERIENCE AND SKILLS

- Team player with high levels of integrity
- Technical background with capability to analyse & problem solve to provide properly engineered design solutions
- Familiarity with SMD-built excavation systems a distinct advantage
- Minimum 5 years within a project engineering discipline in the offshore energy industry
- Highly self-motivated with a strong interest to learn and develop a sound working knowledge of the CFE industry
- Strong interpersonal, leadership and prioritisation skill
- Good communication skills, both written & verbal, with the capability to interact in a courteous and professional manner with individuals from any global region
- Proven track record working to and achieving deadlines
- Have an adaptable / flexible approach including willingness to travel internationally to support customer and plant meetings where necessary
- Conversant in Inventor and AutoCAD
- Proficient in Microsoft Office products

QHSE RESPONSIBILITIES

- Ensure that HSEQ requirements and procedures are implemented and adhered to within your area of responsibility
 - Contribute to continuous improvement of quality and efficiency within your area of responsibility
 - Every employee has a responsibility to work safely by following correct operating procedures instructions and to actively co-operate in achieving the aims of the HSEQ policy and take care for the health, safety and environment of themselves and others who may be affected by their acts or
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omissions

- All personnel working for or on behalf of SEAJET have the authority and responsibility to STOP unsafe work

REVISED BY _____ DATE _____

APPROVED BY _____ DATE _____

ACCEPTED BY _____ DATE _____
