



SEYANA  صيانة	Job Description	Date	
		Revision	
<b>Job Title: FOREMAN-OPERATION</b>			
<b>Department :</b> Field Operation		<b>Reports To :</b> Supervisor Operation/Operation Superintendent	
<b>Job Summary:</b> To supervise industrial cleaning operations, shut down /turn around works at project sites or static locations working under the direction of Supervisor and or Superintendent. Direct, monitor and administer operations of assigned jobs and ensures the quality of workmanship are achieved.			
<p><b>Primary Duties and Responsibility:</b></p> <ol style="list-style-type: none"> <li>1. Review new Hydro jitters and Technicians assigned to ensure they are adequately qualified.</li> <li>2. Complete any necessary applications for gate passes or permits required by the assigned project and work scopes.</li> <li>3. Ensure newly-arrived crews are suitably trained and clearly instructed on the project work -scope and quality requirements.</li> <li>4. Ensure all necessary tools and tackles, lances and nozzles required for industrial services are maintained in a current operable and calibrated condition.</li> <li>5. Liaise with Quality Control to ensure quality requirements are implemented in an expedient manner.</li> <li>6. Ensure safety requirements are implemented.</li> <li>7. Ensure consumable control requirements are closely followed.</li> <li>8. Ensure the monitoring, witnesses and inspection requirements of the Quality Control Inspection plan are followed.</li> <li>9. Ensure that the correct sizes of nozzles, and equipments are used as per the MOC of the equipments , specification and Data Sheet.</li> <li>10. Complete surveys and provide information on crew's performance.</li> <li>11. Housekeeping each day at the closing time.</li> <li>12. Tanning to hydrojetter</li> <li>13. To observe the safety expects during the operation.</li> </ol>			
<p><b>Secondary Duties and Responsibility:</b></p> <ol style="list-style-type: none"> <li>1. Complies always with all Company safety procedures and regulations.</li> <li>2. Identifies, formulates and implements "on-the-job" training programs for the workforce.</li> </ol>			
<p><b>Other skills and competencies:</b></p> <p>With excellent communication and interpersonal skills.</p> <p>Ability to perform the essential job duties with or without reasonable accommodation and without posing a direct threat to safety or health of employee or others.</p>			



<b>Work Experience</b> At least 5 to 8 years experience working as a Hydrojetter in Shut down and turn around works in Oil, Gas & refineries or similar hydrocarbon processing Facilities or heavy industrial construction engineering environment. Has substantial knowledge and experience in Shut down, Turn around and industrial maintenance works. Middle East experience is considered essential.		
<b>ACADEMIC EDUCATION:</b> Minimum of High School graduate/level.	<b>CERTIFICATIONS:</b> Vocational Diploma or Certificates	<b>LICENSES:</b>
<b>TRAININGS:</b> Completed a recognized training school course in piping.	<b>WORK CONDITIONS:</b> Can work with less supervision and under pressure.	
	<b>OTHER REQUIREMENTS:</b> AGE: MINIMUM – 25 years old MAXIMUM – 35 years old DRIVING SKILLS: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Physically strong and healthy.	<b>COMPUTER KNOWLEDGE:</b>