

# **URGENTLY REQUIRED FOR UAE**

Our Honourable Multinational Principal at UAE **urgently** requires individuals with following Qualifications/Skills for employment in UAE, with attractive pay package

<b>SR. No.</b>	<b>Designation</b>	<b>Job Description</b>
1	Project Manager	<b>GIVEN BELOW</b>
2	Site Manager (Construction)	
3	Construction Manager (Equipment Erection)	
4	Construction Manager (Piping)	
5	Construction Manager (Steel Structure Erection)	
6	Project Control Manager (FEDC & Planning)	
7	Lead Planning Engineer (Piping)	
8	Lead Planning Engineer (Equipment Erection)	
9	Lead Planning Engineer (Steel Structure Erection)	
10	QA/QC Manager	
11	Area Engineer (Piping - Fabrication)	
12	Area Engineer (Piping - Erection)	
13	Area Engineer (Steel Structure)	
14	Area Engineer (Equipment Erection)	
15	HSE Manager	
16	Warehouse and Store Manager	
17	Material Coordinator (Piping)	
18	Material Coordinator (Equipment Erection)	
19	Material Coordinator (Steel Structure - Erection)	

Interested candidates who fulfill the above mentioned criteria are requested to send their CVs alongwith copies of their educational / experience certificates from recognized firm and send email followed by hard copies on following address: -

GM OES, Fauji Tower, 68-Tipu Road, Chaklala, Rawalpindi. Contact on Tel: 051-5951726, 051-5951727 Fax: 051-5951728 Mobile: 0334-5195950, 0333-5492584.

Email [oes@fauji.org.pk](mailto:oes@fauji.org.pk)

## Project Manager

- Excellent client-facing and internal communication skills
- Excellent written and verbal communication skills
- Solid organizational skills including attention to detail and multi-tasking skills
- Responsible for providing execution management assistance to team to ensure HSE, Quality standards and schedule are being maintained.
- Ensures team is working efficiently and looking ahead at upcoming work.
- Must have more than '15' years' experience in Oil & Gas and Petrochemical Construction Projects
- Educational qualifications: Preferably degree qualified minimum in Mechanical discipline or standards based qualification.
- To have a complete and thorough knowledge and understanding of the Contract Documents, the General Contract and the Subcontracts Contract Document.
- Must be capable of assisting in QA / QC / HSE / Material Handling compliance audits on site procedures and HSE Plans.
- Must be fully aware of Civil, Mechanical, Piping and Structural works.
- Must be able to organise the materials and equipment for larger jobs.
- Must be able to trouble shoot, test and propose construction methods without any supervision.
- Must be able to understand and lifting plans and recognize and flag up non-compliances.

## Site Manager

- Degree in Engineering (Mechanical)
- More than 10 years of relevant experience in Oil & Gas and Construction industry.
- Responsible for the co-ordination and control of the project from the initial stage, through to completion and the handover of the project to the client.
- Day to day management of operations on site, ensuring that the project is brought to a successful completion and meets the required time, budget and quality constraints.
- Ensuring timely management of any unforeseen delays.
- Liaise with the Construction Manager / Site team to ensure adequate labour and sub-contract resources is available on site utilising the agreed agency list.
- Can carry out tool box briefings to the site teams and sub-contractors.
- Plan and efficiently organise the site facilities and logistics, ensuring all equipment on site is fit for purpose and only operated by appropriately trained staff
- Requisition all materials, and oversee the deliveries and ensure they are done so in adequate time in line with the construction programme and procurement schedule.
- Effectively communicate with the Client Design Team to ensure the timely release of design information.
- Supervise, manage and motivate all site team including effective management of sub-contractor activities on site ensuring they are engaged, on target in line with the master programme.

- Ensure workmanship and material standards are achieved in accordance with specifications, health and safety legislation as well as quality standards.
- Ensure site team and sub-contractors are following common operational standards.
- Assist in the recruitment and selection process as and when required.
- Fulfil the role of mentor as and when required.

## Construction Manager

- Degree in Engineering (Mechanical)
- 10 year's relevant experience in Oil & Gas and Construction industry.
- Must possess construction experience in equipment and structures, piping and/ pipeline installation projects.
- Manage and oversee the day-to-day construction management of the project.
- Prepares, supervises and approves the development of PEP [from construction point of view] and its implementation plus ensuring Lessons Learned are properly documented throughout the life of the project including Project Close-out
- Manage the construction effort and be the construction representative of company with Client. To plan, develop and organize the construction effort to formulate the most cost-effective plan to timely completion of project within budget.
- Responsible for implementation of the scope of work as related to construction, fabrication, pre-commissioning and commissioning of the facilities in conformance with project specifications, Scope of Work, and in accordance with the approved Project Schedule.
- Monitor and report to Project Manager / Site Manager of project details, including progress, risks and opportunities in a timely manner.
- Ensures all changes to specifications, work scope and drawings are documented
- Define clear roles & responsibilities and deliverable requirements in terms of both scope and schedule to all the team members.
- Monitor construction productivity and schedule performance and investigate reasons for less than satisfactory performance.
- Adhere to Company Safety Standards and promote safety culture among the ranks throughout the Company.

## Project Control Manager

- Minimum of 15 years' experience in Project Controls either for a Contractor or Construction Management firm.
- Demonstrated working knowledge of engineering, procurement, contracts, construction and start-up work processes, as well as of cost control, budgeting, forecasting and variation assessment.
- Establish the Project Management Plans including scope, time & scheduling, cost, communication, risk, procurement management plans
- Establish the project's work breakdown structure to identify the manageable work packages
- Assist the Project Manager in developing the procurement strategy
- Prepare the detailed master programme to monitor and control all project disciplines
- Prepare the Project's Control Report to report the project status to the company's management

- Determine the progress and performance measurement criteria and methods (Earned Value and Key Performance Indicators) for design and procurement works
- Monitor and control the Project progress through identifying KPIs for major commodities / disciplines
- Apply Earned Value analysis for progress evaluation and monitoring
- Fluent in written and spoken English (essential)
- PC Literate in MS Windows, Excel, MS Office,
- MS Project, Primavera Planning (minimum - skilled level)

## Lead Planning Engineer

- Qualified with a BEng. or BSc. in a technical faculty or Project Management Diploma.
- Extensive experience in a planning role as equivalent qualification will be considered.
- Moderate experience in all phases of Project planning and project control activities from conceptual projects to construction and commissioning
- Moderate experience gained within Oil & Gas and/or Petrochemical industry environment
- Knowledge of Primavera and its capabilities, such as CPA, Early / Late Analysis and building S-Curve data, other additional special application software packages an advantage.
- Good written and verbal communication skills with an ability to work with people across a diversity of cultures
- Good technical team and interpersonal skills
- Ability to take leadership role and coach / supervise others
- Make independent decisions in the planning, organizing and co-ordinating to develop solutions to complex problems.
- A leader with effective and clear communication, initiative, flexibility and an ability to encourage collaboration.
- Full commitment and dedication to develop the Division's interests, Policies and improvement of skills and competencies for planning, scheduling and reporting.
- Co-ordinating, organizing, coaching and developing the planning team for all project internal and external scheduling and reporting requirements.
- Provision of weekly and monthly project reports.
- Developing related procedures for the planning operations and processes and to standardize reporting.
- Assist with the co-ordination of necessary input from all departments and project teams.
- Co-ordinating, organizing, coaching and developing the planning team for all project internal and external scheduling and reporting requirements.
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## QC Manager

- Must have more than 15 years' experience in maintenance work in the Petrochemical, or Petroleum Refining industry
- Must have prior experience leading team of QC inspectors
- Minimum 10 years in QA/QC Lead position, preferably with multi-discipline experience
- Must be able to work with computers utilising Microsoft Windows and Office suite of packages.
- Must have formal training in QA/QC Management and working knowledge of ISO 9001-2000 and 14001 systems.
- Must be capable of developing and leading QA/QC audits & Quality Plan.
- Must be capable of developing and interpreting the QA/QC related procedures and guidelines and actively pursue all staff to adhere to the QA/QC standards.
- Must be capable of training staff in QA/QC procedures.
- Must be familiar with the different welding techniques and its quality requirements.
- Working knowledge of NDT requirements for Petrochemical or Power Generation industry.
- Must have working knowledge of AWS, ASME and ANSI codes.
- Preferably have experience in facilitation of Root Cause Analysis.
- Must have qualifications in Welding and/or NDT. (API/CSWIP/AWS/ASNT)

## Area Engineer (Piping)

- Bachelor or Master's Degree in Mechanical Engineering with proven leadership experience in Refinery and Petrochemical markets.
- Minimum 12 years' experience in piping fabrication and erection in the Petrochemical or Petroleum Refining industry.
- Should be able to manage projects as Lead Piping Engineer and be responsible for the proper and timely execution of projects ensuring the quality management system and any project specific contractual requirements are met
- Must have thorough knowledge in piping layout, pipe routing, support design, stress analysis, PMS/VMS, MTO control, material requisitions, bid evaluation and 3D design model reviews.
- Provide leadership skills in Piping Engineering with ability to handle large teams in a multi-office environment.
- Responsible for issue of all piping deliverable documents. Organize inputs and supervise for preparation general layout, equipment layout, key plans, support design, isometrics, material take offs, stress analysis, pipe material specifications and material requisitions.
- Ensures effective communications among other engineering disciplines, project management and Client teams.
- Defines the discipline scope of work and the required resources, and develops input for the Piping Execution Plan
- Takes personal responsibility for safety and a healthy environment on the projects, and demonstrating this by example
- Undertake developmental activities like preparation of work instructions / procedures / guidelines
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## Area Engineer (Equipment)

- Bachelor or Master's Degree in Mechanical Engineering with proven leadership experience in Refinery and Petrochemical markets
- Must have more than 10 years' experience in equipment erection in the Petrochemical or Petroleum Refining industry.
- Should be able to manage projects as Lead Equipment Engineer and be responsible for the proper and timely execution of project
- Must have thorough knowledge of static equipment ranging from vessels, heat exchangers, reactors and columns. Furnace /fired equipment is an pre
- Proven experience in executing erection of process equipment like pressure vessels, columns, reactors, heat exchangers and tank etc.
- Provide leadership skills in Mechanical Engineering with ability to handle large teams in a multi-office environment
- Responsible for issue of all mechanical deliverable documents. Ensures effective communications among other engineering disciplines, project management and Client teams.
- Defines the discipline scope of work and the required resources,
- Ensures effective management of change.
- Takes personal responsibility for safety and a healthy environment on the projects, and demonstrating this by example.

## Area Engineer (Structure)

- Bachelor or Master's Degree in Mechanical Engineering with proven leadership experience in Refinery and Petrochemical markets
- Must have more than 10 years' experience in structure erection in the Petrochemical or Petroleum Refining industry.
- Capable to check civil foundations elevation before steel (columns / frames Erection).
- Must be able to understand and lifting plans and recognize and flag up non-compliances.
- Ensure safety critical elements are maintained
- Proven experience in executing erection of Structure in the Petrochemical or Petroleum Refining industry.
- Responsible for issue of all mechanical deliverable documents. Ensures effective communications among other engineering disciplines, project management and Client teams.

## HSE Manager

- Must possess a high school diploma or equivalent and be computer literate.
- Prefer Associate Degree in Occupational, Health & Safety sciences or minimum of 1 year experience in an
- Environmental, Health and Safety position; Technical writing a plus.
- Excellent interpersonal and communication skills.

- Assist in compliance reviews, general risk assessments and other safety assessments to support Health, Safety and Environmental management.
- Maintain relevant HSE logs and documentation.
- Assist in the compliance of applicable laws and regulations.
- Prepare applicable HSE reports as necessary.
- Provide assistance and advice on HSE issues to make recommendations to facility management.
- Participate in detailed incident investigations and Root Cause Analysis
- Promote incident prevention for the benefit of employees and visitors.
- Assist in the development and presentation of relevant HSE training
- Observe HSE regulations, wears all required safety equipment, encourages safe working practices, corrects obvious hazards immediately or reports them to the proper personnel.
- Ability to work with employees and achieve cultural change in the face of potential resistance
- Maintain positive and proactive relations with managers and employees, as well as our customers and regulatory agencies.
- Perform other work related tasks as required as assigned
- Comply with all Company and HSE procedures and policies.

## Warehouse and Store Manager

- Associates or Bachelor's degree in warehouse management or business discipline or equivalent combination of education and experience
- Previous experience in Construction projects.
- Overall 15 years' experience in work related field including 3 years' as Stores/Warehouse Manager
- Expertise in warehouse management procedures and best practices
- Strong ability to manage multiple tasks while maintaining organization, consistency, and accuracy
- Maintaining and monitoring inventory accuracy
- Determine and document work procedures, prepare work schedules and expedite workflow
- Effectively recruit, interview, hire, train and retain Warehouse Staff
- Ensure Warehouse employees meet performance and professional development goals.
- Maintains receiving, warehousing, and distribution operations by initiating, coordinating, and enforcing, operational, and personnel policies and procedures.
- Safeguards warehouse operations and contents by establishing and monitoring security procedures and protocols.
- Develops warehouse design by planning layout, product flow, and product handling systems; evaluating and recommending new equipment.
- Supervision/motivation of the warehouse staff - must ensure that they are following correct procedures.
- Overall supervision to make sure the warehouse is meeting the needs
- Producing regular reports and statistics on a daily, weekly and monthly basis;

## Material Coordinator

- 08+ years on site construction experience at project construction sites
- Be able to read and understand key elements of purchase order documents.
- Be able to read in interpret project construction drawings
- Good organizational, communication and computer skills
- Able to be on assignment to a remote construction sites for extended periods
- 2 year Construction Management certificate would be a plus.
- Responsible for receiving materials, material inspections, deliveries, checking completeness of order and monitoring all back ordered items.
- Developing and implementing of the site material laydown yard plan for effectively storing materials at site.
- Responsible for transferring custody of materials to contractors.
- Coordination of the unloading and placement of materials and equipment per the site material laydown plan.
- Work with project procurement staff to ensure that the receiving documentation is properly distributed and stored.
- Maintain and update the material tracking log and progress of the activities related to material management.