

## JOB DESCRIPTION

<b>Job Title:</b>	Production & Control Room Technician
<b>Department:</b>	Offshore Operations
<b>Onshore/Offshore:</b>	Offshore
<b>Location:</b>	Bruce Platform
<b>Reports to:</b>	Production Supervisor

### Role Purpose

***Write a short description of the role below:***

- Member of a multi-discipline team, operating and maintaining the process and utilities systems in a safe and efficient manner with minimum impact on the environment to deliver production targets, compliant with Serica Energy Operating Management System (OMS).
- Reporting to the Production Supervisor, is both self-motivated and managed, engaged in the planning process and demonstrating ownership of the plant.
- Acting as a role model for and compliant with HSEQ expectations.
- Engaged with the onshore operations support team and wider engineering support for all process related works.

### Areas of Responsibility

<b>Geographical Span:</b>	Serica Assets- UKCS
<b>Budgetary Responsibilities:</b>	No
<b>Direct Reports:</b>	No
<b>Travel Required:</b>	Extensive/Occasional as required

### Main Tasks

*Please note that this list of duties is not exhaustive, and employees will be expected to undertake reasonable duties commensurate of their role and grade.*

#### HSE

- Demonstrate personal leadership in process and occupational safety at all times, ensuring that Serica HSEQ expectations are communicated and maintained.
- Understanding of and compliance with all the relevant HSEQ standards as defined within OMS.
- Minimise the impact of all platform operations on the environment.
- Awareness of the platform major risks and ongoing operational risk assessments (ORA).
- Utilising the HSEQ behaviours gauge and improve personal behaviours against.
- Active participation in safety auditing and speaking up as find safety issues.
- Engagement in the Equipment Ownership plan.
- Competence in accordance with Serica's Competency Assurance framework SER-HR-PRO-00001 Training Standards

- Competence through completion and maintenance of competency assessments and CMAS modules & maintain 100% completion.

#### **Production & Technical Integrity Performance**

- Day-to-day management of operational priorities, taking direct instruction from the Production Supervisor and Operations Team Leader (OTL) on maintaining integrity of the facilities and production optimisation.
- Provide production input to projects and TAR preparation as required.
- Ensure shift and crew-change handovers are clear, concise, and accurate. To comply with the Guidance on Shift Handovers and recorded in the appropriate log.
- Compliance with GoC, as required, for all installation and maintenance work prior to operation.
- Discuss plant operation with onshore operations support team and functional support, as required, to highlight potential process safety and operational optimisation issues.
- Understanding of and compliance with the Management of Change (MoC) process. Whether procedural, equipment or process change is required.
- Have an awareness of Performance Standards and their relevance to process operations, maintenance & performance requirements.
- Awareness of and engagement in the planning process, in particular the 6 and 2 week plan.
- Completion of and adherence to the workflow as defined in the Work Management Tool.
- Complete all maintenance routines as defined by the PMR and where relevant the appropriate procedure.
- Ensure that maintenance routines and any defects are written up with the appropriate amount of detail and in a timely manner in Maximo.
- Supervise ad-hoc vendors & visitors ensuring they adhere to the installations site safety standards.
- Maintain a minimum store stock holding of production chemicals, critical spares and materials, re-ordering on a trip-by-trip basis the equipment used during day-to-day activities.
- Prepare and control isolations and permits as per the responsibilities of a Performing Authority and Isolating Authority, aligned with competency level.
- Highlight any activity that potentially incurs production risk to the Production Supervisor and OTL for TAPS.
- Carry out lab sampling for process operations, compliant with training and procedures.
- CRT to maintain the Overrides and Inhibits register for ESD and Fire & Gas in compliance with management of instrumented systems and control of overrides. Understand and communicate the risks associated with all over-rides.
- CRT to act as the focal point for all radio and telephone communications. Control and record all marine operations.
- CRT to monitor all over side and vessel entry work parties, as required.
- Monitor all operational parameters each shift and report on any anomalies in a timely manner, ensuring key parameters are recorded.
- Ensure plant remains fully optimised; where options for plant optimisation exist ensure they are raised with the Production Supervisor and onshore operations support team.
- Maintain the wells within the choke guidelines. Challenge guidelines with the onshore operations support team, if further optimisation outside the guidelines is possible.
- Test wells in accordance with the weekly request from the onshore operations support team with consideration for plant changes and upsets.
- In conjunction with the Production Supervisor, ensure site specific gas nominations are met; as necessary, liaising with stakeholders.

### Operations Excellence

- Actively participate in Continuous Improvement improving operating efficiency through identification of opportunities e.g.; improved reliability, de-bottlenecking, expansion and cost reduction.
- Participate in root cause failure investigations as required to prevent re-occurrence.
- Undertake occasional onshore days to build relationships with the onshore operations support team and functional support and discuss potential plant issues.
- Ensure technical integrity of production equipment and maintenance standards, recommending changes to maintenance strategy, policy, and procedures as required and compliant with MoC.
- Increase the competency base of the production operations team by coaching others.
- Be aware of, and challenge, all maintenance and consumable costs incurred within the operations team production activities.

### Emergency Response

- Act as member of the emergency control team as appropriate. Responsibilities defined in the Emergency Response Plan.
- Participate in emergency response exercises on the platform to ensure fully conversant with procedures.

## Professional/Educational Requirements, and Behavioural Skills

### Professional/Educational Requirements

#### Essential:

- A minimum of a HNC in a relevant discipline or an Accredited Apprenticeship Programme.
- Operating experience, either onshore or offshore, in the role of Control Room Technician and/or Production Technician.
- Demonstrated knowledge and skills required to manage major incidents and emergencies.
- Ability to work extended periods of time offshore, on a rotational basis, on a production platform.
- Successful applicant would need to pass the offshore medical testing, which includes drug testing.
- Good understanding of safety management for offshore operations and have demonstrated personal commitment to Safety.
- Proven track record of performing within a multi-disciplined team.
- Detailed knowledge of offshore legislation and safety management systems.
- Demonstrated ability to drive change
- Successful candidates will have a strong track record of delivering on stretch performance targets and will be acknowledged as having the performance qualities to contribute to high performing and diverse teams.

<b>Desirable:</b>	<ul style="list-style-type: none"> <li>• Demonstrated exemplary performance in trade discipline and team-working.</li> <li>• Excellent coaching skills.</li> <li>• Exposure to ancillary operations such as drilling, well service work, and pipeline operations.</li> <li>• Clear knowledge and track record of excellent HSE performance.</li> <li>• A teamwork approach with a clear track record of responsibility for delivery of complex problems in a team context.</li> </ul>
<b>Behavioural Skills</b>	
<b>Essential:</b>	<ul style="list-style-type: none"> <li>• Good communication skills and ability to develop procedures and practices from first principles.</li> <li>• Works well in a team environment.</li> </ul>

<b>Acknowledgement</b>	
<i>I have read this job description and fully understand the requirements for my role within Serica.</i>	
<b>Employee Signature:</b>	
<b>Printed Name:</b>	
<b>Job Title:</b>	
<b>Date:</b>	