

JOB DESCRIPTION

Job Title:	OMS Manager
Department:	Operations (transferring to technical organisation)
Onshore/Offshore:	Onshore
Location:	Aberdeen (remote)
Reports to:	Chief Operating Officer (transferring to Chief Technical Officer)

Role Purpose

Write a short description of the role below:

The OMS Integration Project Manager is responsible for overseeing the integration of the OMS documentation and philosophies associated with the purchases of Prax Upstream, Greater Laggan Area (including Shetland Gas Plant) and the Greater Markham Area. During the integration, the OMS Manager is responsible for the strategic direction, governance, continuous improvement, and embedding of the company's Operating Management System (OMS).

This role oversees the system's design and implementation, architecture, integrity, documentation, and alignment with business goals, ensuring it supports safe, consistent, and efficient operations across Serica. The role acts as the key champion for the OMS, driving process excellence and functional alignment throughout the organisation.

Areas of Responsibility

Geographical Span:	Serica plc
Budgetary Responsibilities:	Yes
Direct Reports:	Yes
Duty Holder:	No
Travel Required:	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.

OMS Integration

- Ensure that the incoming BMS (Qualiware) is fully operational and accessible to all working in the Greater Markham Area.
- Ensure any relevant documents covering the Greater Markham area that require adding to the Serica OMS system, are incorporated including updates to existing Serica documents

Serica Ongoing OMS

- Document and publish policy and standards for OMS governance going forward to drive consistency across the business
- Ensure alignment and efficiencies between management processes, operational processes, and enabling processes across the organisation within the OMS.
- Own and manage commercial relationships with third-party suppliers and consultants supporting the OMS

OMS Strategy

- Define the OMS strategy and ensure alignment with wider business goals.
- During the integration process review the design of the disparate OMS systems and make recommendation to ELT on best practice for the future OMS for Serica.
- Design and redeploy a single OMS tool to cover all current and future Serica assets
- Manage continuous improvement of the OMS to ensure it remains fit-for-purpose, supports company standards, and is embedded across all functions

Professional/Educational Requirements

Essential:

- Relevant Technical or Business Degree (or equivalent)
- Project management qualifications/ experience
- Extensive experience planning and deploying OMS
- A good enterprise-wide view of the organisation and varying degrees of appreciation for strategy, processes and capabilities, enabling technologies, and governance
- Able to recognise structural issues within the organisation, functional interdependencies and cross-silo redundancies
- Able to understand all management processes, operational processes and enabling processes in the organisation
- Process mapping skills
- Ability to challenge others in a constructive manner and influence internal peers, executives and partners’ representatives to influence decisions and ways of working
- The ability to apply architectural principles, methods, and tools to business challenges
- Exceptional communication skills and the ability to communicate properly at all levels of the organisation; including assimilate and correlate disconnected documentation and illustrations, and communicate their collective relevance to the organization
- Very effective interpersonal skills that allow the job holder to strongly influence staff at all levels within the company and across disciplines and cultures
- Team player able to work effectively at all levels of an organisation with the ability to influence others to move toward consensus.
- Strong situational analysis and decision making abilities
- Able to resolve specific technical issues and driving through significant change programmes
- Strong stakeholder management



Acknowledgement

I have read this job description and fully understand the requirements for my role within Serica.

Employee Signature:	
Print Name:	
Job Title:	
Date:	