

JOB DESCRIPTION

Job Title:	PROCESS & OPERATIONS TECHNICAL AUTHORITY (DISCIPLINE LEAD)
Department:	TECHNICAL ASSURANCE / ENGINEERING
Onshore/Offshore:	ONSHORE
Location:	ABERDEEN
Reports to:	TECHNICAL ASSURANCE MANAGER

Role Purpose

Reporting to the Technical Assurance Manager, the Process & Operations Technical Authority ensures the technical integrity of process systems across assets, bridging the gap between operational execution and process safety standards.

This senior role offers expert guidance in reviewing operational risk assessments, managing asset risks, and acting as the central point for isolation standards. Additionally, the incumbent plays a key role in Audit and Assurance activities while also providing oversight for critical projects, ensuring all initiatives align with rigorous process safety and operational standards.

Areas of Responsibility

Geographical Span:	Serica Assets
Budgetary Responsibilities:	No
Direct Reports:	Yes
Travel Required:	Occasional offshore travel required

Main Tasks *(please list 4 {minimum} to 10 {max.} 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.

- **Technical Leadership:**
 - Act as the Technical Authority / Subject Matter Expert for the Process Engineering discipline, ensuring adherence to industry regulations, and practical application of best practices & company policies.
 - Define and maintain management system documents, technical standards, procedures, and best practices for process operations.
 - Drive the adoption of innovative technologies and digital solutions to enhance operational efficiency, process safety, and data-driven decision making.
- **Risk Assessment & Management:**
 - Review and evaluate operational risk assessments and other asset risk evaluations to ensure that potential hazards are identified, analysed, and mitigated appropriately.

- Assume ownership of the performance standards for assigned Safety and Environmentally Critical Elements (SECEs), ensuring compliance with Performance Standards over the asset lifecycle.
- Approval authority for the process discipline for specific processes (TQ's, Deferrals etc)
- Collaborate with engineering and operations teams in the identification and management of emerging risks, ensuring that robust risk reduction strategies are implemented.
- **Audit and Assurance Activities:**
 - Lead and coordinate internal audits and assurance reviews relating to process systems, operational risks, and isolation standards.
 - Liaise with internal and external auditors by providing technical expertise and ensuring that audit criteria reflect current process standards and regulatory requirements.
 - Analyse audit findings, develop corrective action plans, and track the implementation of improvements to close identified gaps.
 - Establish key performance indicators (KPIs) and assurance metrics to monitor process safety performance and the effectiveness of risk mitigation measures.
 - Manage discipline specific health and competency, and development needs of the discipline.
- **Project Oversight:**
 - Provide technical oversight and gate assurance for high-impact process and operational projects, ensuring alignment with company safety standards and risk management frameworks.
 - Evaluate project proposals, designs, and engineering documentation to identify potential risks and ensure compliance with isolation standards.
 - Collaborate with project management, engineering, and regulatory teams to review project milestones, ensuring that any modifications or changes are consistent with established risk assessments.
 - Monitor the progress of projects from concept through commissioning, offering expert guidance and corrective actions when necessary to safeguard technical integrity and operational safety.
- **Isolation Standards Oversight:**
 - Serve as the focal point within the company for isolation standards—developing guidelines, promoting best practices, and ensuring consistent application across all operations.
 - Work with both design and operational teams to implement and monitor isolation procedures, ensuring they meet both technical and safety requirements.
- **Incident Response & Investigation:**
 - Lead technical investigations and root cause analyses (RCA) for process system failures or deviations from the approved risk and isolation standards.
 - Ensure corrective actions are effectively implemented and lessons learned are integrated into updated procedures.
- **Stakeholder Engagement:**
 - Represent the company in regulatory discussions, industry forums, and external audits, continuously advocating for strong process safety and operational risk management.
 - Provide technical guidance and mentorship to process engineers, operational teams, and other relevant personnel.
- **Change Management:**
 - Support the Management of Change (MoC) processes by ensuring that any operational or technical changes are reviewed against current risk assessments and isolation practices.

Professional/Educational Requirements	
Professional/Educational Requirements <i>(please list 1 {minimum} to 6 {max.} requirements)</i>	
Essential:	<ul style="list-style-type: none"> • Education: <ul style="list-style-type: none"> ○ Degree in Chemical Engineering, Process Engineering, or equivalent • Professional Experience: <ul style="list-style-type: none"> ○ Extensive experience in process engineering within the North Sea oil and gas sector. ○ Proven track record in reviewing and managing operational risks, with a deep understanding of asset risk evaluations and mitigation strategies. ○ Demonstrated expertise in developing and enforcing isolation standards and procedures within a complex operational environment. • Technical & Regulatory Knowledge: <ul style="list-style-type: none"> ○ Strong command of process safety principles including HAZOP, BowTie analysis, and barrier management. ○ Familiarity with UK regulatory frameworks, HSE guidelines, and offshore safety case requirements. • Leadership & Communication: <ul style="list-style-type: none"> ○ Excellent communication skills, capable of engaging effectively with stakeholders at all levels. ○ Ability to lead cross-functional teams, drive technical improvements, and mentor junior engineers.

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