

Contracts Specialist – Operations & Maintenance

Location: Onshore Aberdeen, opportunity for hybrid working

Salary: Competitive

Role Type: Staff

Date Posted: Tuesday 13 October

Closing Date: Tuesday 27 October

The Role

At Serica Energy, our people play a vital role in delivering safe, reliable and responsible energy production. As a Contract Specialist - Operations & Maintenance, you will provide commercial and contractual leadership across a diverse portfolio of operations and maintenance activities, helping to ensure our assets are supported by high-performing suppliers and robust contractual arrangements.

Working closely with Operations, Maintenance, Engineering, Legal and Finance teams, you will lead end-to-end tendering and contract management activities, balancing commercial value with operational requirements, safety and risk management. Your expertise will help shape procurement strategies, strengthen supplier performance and support business objectives.

This is a role where Communication is key. You will build strong relationships with internal stakeholders and external partners, providing trusted commercial advice and ensuring contractual matters are managed transparently and effectively.

We are committed to Learning, continuous improvement and challenging established ways of working. You will use market insight, supplier engagement and performance data to identify opportunities that drive efficiency, value and long-term business improvement.

The role offers significant opportunity for Empowerment & Accountability, with responsibility for leading procurement and contracting activities, managing commercial risk and influencing key business decisions. You will be trusted to act with sound judgement while delivering outcomes that support our operational priorities.

Above all, you will demonstrate Respect for colleagues, suppliers and stakeholders, promoting safe working practices, ethical conduct and collaborative ways of working that reflect Serica's values and culture.

What we are looking for in potential candidates:

We're looking for a commercially minded contracts professional who can combine technical expertise with strong stakeholder engagement and a commitment to operational excellence.

Leadership & Responsibilities

- Lead tendering, evaluation and negotiation activities across Operations & Maintenance contracts.
- Provide trusted commercial and contractual advice to support business decision-making.
- Build effective relationships with internal stakeholders, suppliers and contractors.
- Drive supplier performance, value creation and continuous improvement initiatives.
- Identify, assess and mitigate contractual and commercial risks.
- Champion safe, compliant and ethical procurement practices across all activities.

Experience & Qualifications

- Proven experience in a Contracts Specialist, Category Specialist or similar supply chain role.
- Strong knowledge of contract development, tendering processes and contract management principles.
- Experience working with industry-standard contractual frameworks, including LOGIC contracts.
- Demonstrated capability in supplier relationship management and contractor performance improvement.
- Understanding of procurement and contracting processes within ERP and contract management systems.
- Degree-qualified, or equivalent experience, in Supply Chain, Engineering, Quantity Surveying, Law, Business Management or a related discipline.

Our Culture

Serica offers the opportunity to be part of a busy, vibrant working environment with a strong culture rooted in mutual respect and trust.

We are passionate about building an inclusive culture that attracts and encourages diversity. We want our employees to feel that they can bring their true self to work, as we recognise the potential that this unlocks and the value that it brings.

We have created an environment that puts people at the heart of everything we do, based on a shared set of values. This means not just doing the essentials of looking after everyone's health, safety and wellbeing but their development, their sense of belonging and their success. Only by making our values a real part of everyday life at Serica can we achieve our goals and grow as individuals and together.

In real terms this means being truly supportive of the things that matter to our people.

What can a career at Serica Energy offer you?

We offer the opportunity to be supported with further training if required and access to competitive benefits such as

- Company Pension
- Private Medical & Dental Insurance
- Health Cash Plan
- Share Save and Share Incentive Plan
- Life Assurance
- Group Income Protection
- Personal Accident Insurance and Business Travel.
- Employee Assistance Programme
- Cycle to Work
- Electric Vehicle Scheme

We also offer the opportunity to work flexibly.

Next Steps

If, having read the information above, you would be interested in a conversation to take things forward, please use the **Apply Here** button to submit your application.

Please note that applications for this role will be managed by our recruitment partner, the Orion Group. By submitting your application, you acknowledge that your personal data will be shared with and processed by Orion for the purposes of recruitment. For queries or to exercise your data protection rights, you can contact Orion at marketing@orioneng.com. Further information on how your data is used can be found in their [Privacy Policy](#).