



## Тренер (тренинги, переподготовка и повышение квалификации)

### Work Pack Preparer

#### Рынок труда / Тренинги

Предприятие: Товарищество с ограниченной ответственностью "КИС/Орион"

Оплата труда: от 50 000 тенге

Вахтовый метод, постоянная работа, нормальные условия труда

#### Информация о вакансии

Регион	Атырауская область / г. Атырау
Место работы	Тенгиз
Должностные обязанности	<ul style="list-style-type: none"> <li>· Diploma / Qualification in discipline Engineering.</li> <li>· Knowledge of common modes of failure applicable to large industrial equipment packages and ancillary equipment as a build on RCA reference.</li> <li>· Minimum 5 years related maintenance experience working in an oil &amp; gas industry</li> <li>· Technician experience and demonstrated technical supervisory performance are a must</li> <li>· Proven Skill in maintenance execution within discipline, especially in work planning and preparation in SAP (or another CMMS)</li> <li>· Knowledge of preventive, predictive and corrective maintenance techniques;</li> <li>· Knowledge in construction and installation of piping, machinery, equipment, valves and vessels</li> <li>· Knowledge of local and international codes and regulations</li> <li>· Understanding of applied equipment, tools and PPE</li> <li>· Knowledge of HSSE risk assessments related activities, as well as relevant safety rules and warning &amp; protection measures</li> <li>· Demonstrated understanding of maintenance and inspection execution methods</li> <li>· Experience in de-commissioning/commissioning and isolation/de-isolation methods</li> <li>· Experience in working within a Permit To Work system, especially as related to reviewing/including permits in work packages</li> <li>· CMMS experience in work order management, material management, and external services management</li> <li>· CMMS knowledge and experience</li> <li>· Computer literate fluent in both spoken and written English</li> <li>· Skill in communicating clearly and concisely both written and verbal</li> <li>· Good communication skills, both oral and written</li> <li>· English language would be an advantage.</li> <li>· Proven problem solving skills with the ability to apply these skills in emergency situations</li> <li>· Self-starter who is able to effectively set and deliver against their own priorities within the context of the current and planned workload</li> <li>· Ability to work in team environments, communicate, understand and work within the dynamics of a multi-functional and multinational environment</li> <li>· Capacity to integrate within an international and national workforce</li> </ul>

Количество вакансий 1

Из них для молодёжи 0

#### Требования к соискателю

Стаж по специальности 6 лет

Требования к квалификации	<ul style="list-style-type: none"> <li>· Make field inspections and determine the scope of the activities required to execute the preventive and predictive tasks identified.</li> <li>· Develop work pack for maintenance jobs with necessary tasks, estimate hours, the disciplines, materials, special tools, and services to allow efficient scheduling, assignment and execution of maintenance work.</li> <li>· Ensure work orders under their control (up to EXEC) are planned for completion within the LAFD dates.</li> <li>· Produce a JHA (job hazard analysis) as preparation for the permit which is attached to each work order</li> <li>· Pre-prepare permit to work.</li> <li>· Determine materials not meeting ROS (Required On Site Date) dates and perform rough cut schedule. Follow-up the buyers if required.</li> <li>· Conduct materials bagging and tagging and physically checks the quality and quantity of materials or spares in the staging area.</li> <li>· Create, use and maintain technical files to include information in current work pack and to anticipate and avoid job delays.</li> <li>· Acts as focal point for all the work pack feedback forms to improve future work.</li> <li>· Liaise with other discipline Supervisors, Operations, Scheduler, and support services to ensure successful execution of work</li> <li>· Develop technical competencies and skills.</li> <li>· Attend key MIE meetings</li> <li>· Achieve skill level as Work preparer in MIE Process</li> <li>· Proactively review, monitor and improve KPI related to WPP</li> <li>· Conduct coaching for less experienced work preparers.</li> <li>· Responsible for strict adherence to site safety practices, operation and maintenance management procedures, ROK requirements, and international standards</li> <li>· The job holder will need to show an aptitude to work within this multicultural and multi-stakeholder environment and translate between CoV codes, standards, systems, and practices and the NCJV COMPANY Management System.</li> <li>· Comply with Kazakhstan Statutory Health, Safety &amp; Environmental Laws/Regulations; The Corporate Health, Safety &amp; Environment Policy, and Safety Management Systems ;</li> <li>· Applying NCJV. HSSE &amp; SD Policies &amp; Management System.</li> <li>· Supporting/ Participating in Emergency Drills and Exercises as required.</li> <li>· Reporting all Accidents/ Incidents and Unsafe Acts/ Conditions in a timely manner.</li> <li>· Assume PTW responsibilities in your sphere of influence</li> </ul>
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Уровень образования	высшее
Знание языков	Казахский - высокий уровень Русский - высокий уровень Английский - высокий уровень
Личные навыки	надежность; организаторская способность;

### **Информация о предприятии**

Количество работников	30
Регион предприятия	Актюбинская область / г. Актобе
Адрес предприятия	Маресьев көшесі 10 211а
Контактные данные	amina.shaukenova@kisorion.kz +7(712) 251 95 66 +7(701) 937 02 63

### **Источник - карьерный центр**

Контактные данные