

	JOB DESCRIPTION QUALIFICATION		Date	10-Oct-2011
			Revision	00
JOB TITLE: FOREMAN-STRUCTURAL		SKILL CODE:	CLASSIFICATION: Supervisory	
DEPARTMENT: Construction		REPORTS TO: Supervisor Structural		
JOB SUMMARY: Supervises crews engaged in structural erection works aspects of construction.				
<ol style="list-style-type: none"> 1. Leads and controls skilled labor and work crews engaged in all activities concerned with the structural works aspects of the project. Ability to optimize resources (manpower, equipment and materials) to ensure efficient and timely completion of the works. Able to demonstrate good organizational skills, following policies, procedures and work practices, and developing improvements where necessary. 2. Ability to read, interpret and follow method statements and procedures. Competent in reading and understanding specifications, drawings, and all other discipline related project and engineering documentation. Keeps records of all work completed and completion of "Action Lists". 3. Commands respect of his workforce, and develops excellent working relationships with all other department personnel as well as client management. 4. Must be a good communicator. Able to give instructions in an efficient and effective way to his workforce. Liaises with other discipline foremen to ensure the optimum utilization of available work, with the overall objective of successful completion of the project. 5. Leads and supervises workers engaged in the construction of buildings and other structural works and assists the Structural Supervisor in the coordination and performance or related activities such as layout and fabrication of structural. 6. Ability to read blueprints and interpret data, including dimensions. 7. Ensures that work crews are properly supplied with tools, equipment and materials. Prevents wastage and misuse of equipment, materials and tools. Supervises work crews to best utilize manpower and materials, exercised discipline at the work site to prevent absenteeism, unsafe work practices and idleness. 8. Familiar with all Company QA/QC and safety procedures / regulations and strictly enforces them with the workforce under his responsibility. 				
SECONDARY DUTIES AND RESPONSIBILITIES:				
<ol style="list-style-type: none"> 1. Complies with the highest level of safety during all stages of project execution to avoid any type of incidents and or accidents. Take reasonable care of own health and safety and that of others in the workplace. 2. Identifies, formulates and implements "on-the-job" training programs for the workforce under his responsibility. 				
WORK EXPERIENCE:		OTHER SKILLS AND COMPETENCIES:		
Extensive familiarity with structural works with at least 5 years of experience in Foreman or Lead position.		A dynamic leader of his workforce.		
5 to 8 years experience in the Oil and Gas industry, preferably within Petrochemicals.		Able to motivate others, with good communication and interpersonal skills.		
Middle East experience is considered essential.		A creative thinker and very good organizer.		
		Good command of English reading, writing and speaking.		
ACADEMIC EDUCATION:		CERTIFICATIONS:	LICENSES:	
Minimum High School Certificate plus certificate or				

diploma or equivalent professional qualification.		
TRAININGS: Successfully completed apprenticeship or equivalent vocational training, plus relevant trade certification.	WORK CONDITIONS: Can work with less supervision and under pressure.	
	OTHER REQUIREMENTS: AGE: MINIMUM – 30 years old MAXIMUM – 45 years old DRIVING SKILLS: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Physically strong and healthy. Does not suffer from vertigo.	COMPUTER KNOWLEDGE: