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|   | <b>JOB DESCRIPTION QUALIFICATION</b>      | Date  | 10-Oct-2011                                       |
|  |   | Revision  | 00  |
| <b>JOB TITLE:</b><br>MANAGER-COMMISSIONING   |   | <b>SKILL CODE:</b>  | <b>CLASSIFICATION:</b><br>Specialist & Managerial |
| <b>DEPARTMENT:</b><br>Operations   | <b>REPORTS TO:</b><br>Manager-Engineering |   |   |
| <b>JOB SUMMARY:</b><br>Responsible in the overall management of commissioning works and associated activities including documentation.   |   |   |   |
| <b>PRIMARY DUTIES AND RESPONSIBILITIES:</b>  |   |   |   |
| <ol style="list-style-type: none"> <li>1. Provide adequate commissioning documents such as redline drawings, commissioning packages vendor/manufacturers' drawings, spare parts lists, equipment Operating and Maintenance manuals, plant operating and start-up manuals and calculation records to client.</li> <li>2. Monitors and coordinates, in collaboration with Project Management Team, all commissioning activities for all systems until handover to operations to ensure objectives are accomplished within the prescribed time frame and budget parameters.</li> <li>3. Asses, reviews and identify commissioning system and preparation of commissioning procedures.</li> <li>4. Responsible in the development of commissioning plans.</li> <li>5. Coordinate of interdisciplinary interfaces and materials.</li> <li>6. Oversee management of commissioning team.</li> <li>7. Handles progress reporting at all levels.</li> <li>8. Responsible in the control of budgets vs. spends vs. actual progress, change control management</li> <li>9. Management of full commissioning lifecycle from commencement of systems identification to final handover.</li> <li>10. Responsible in the development and delivery of a commissioning plan including procedures, documentation and schedules.</li> <li>11. Management of pre-commissioning and commissioning activities.</li> <li>12. Coordination of Supplier's commissioning personnel.</li> <li>13. Handover of the installation from Commissioning to Operations.</li> </ol> |   |   |   |
| <b>SECONDARY DUTIES AND RESPONSIBILITIES:</b>  |   |   |   |
| <ol style="list-style-type: none"> <li>1. Complies with the highest level of safety during all stages of project execution to avoid any type of incidents and accidents. Take reasonable care of own health and safety and that of others in the workplace.</li> <li>2. Complies with all statutory requirements connected with the implementation of project.</li> </ol>  |   |   |   |
| <b>WORK EXPERIENCE:</b>  |   | <b>OTHER SKILLS AND COMPETENCIES:</b>   |   |
| Minimum of 10 years experience in commissioning and start up of large multi-disciplinary installations in the Oil and Gas industry.  |   | Highly analytical and skilled communicators, self-motivated and with outstanding project management skills.   |   |
| Fully understands all engineering/construction procedures.   |   | Have broad knowledge of commissioning processes, policy and understands the development of commissioning procedures.  |   |
| Middle East management experience is considered essential.   |   | Demonstrated record of Safety Awareness.  |   |
|  |   | Ability to lead multi-discipline commissioning teams and manage multiple priorities and produce results under stressful conditions in demanding and challenging environments. |   |
|  |   | Ability to run with a number of commissioning projects  |   |

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|   |  | concurrently and set own priorities to deal with urgent requirements. |  |
| <b>ACADEMIC EDUCATION:</b><br>Bachelor Degree in Engineering, qualification in a major discipline of Mechanical, Electrical or Instrumentation. |  | <b>CERTIFICATIONS:</b><br>Diploma in Engineering                      | <b>LICENSES:</b><br>Preferably Licensed Engineer                               |
| <b>TRAININGS:</b><br>Specialized training in commissioning aspects of construction  | <b>WORK CONDITIONS:</b><br>Can work with less supervision and under pressure.  |   | <b>COMPUTER KNOWLEDGE:</b><br>MS Office, emails and window-based applications. |
|   | <b>OTHER REQUIREMENTS:</b><br>AGE:<br>MINIMUM – 40 years old<br>MAXIMUM – 55 years old<br><b>DRIVING SKILLS:</b> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/><br><br>Physically strong and healthy. |   |  |