

## Job Description

Title	<b>ENGINEER PLANNING (MAINTENANCE)</b>	Job Classification Number	<b>A00978</b>
Department /Project	<b>KNPC MAA Mech. Maint.</b>	Job Family Number	
Reports to	<b>Project Manager</b>	Effective Date	01 Oct. 2009

### **1. Operational**

- 1.1.1 Familiar with stationary equipments in the refinery like Distillation columns, process heaters, Reactors, Vessels, heat exchangers etc and experience in maintenance scheduling techniques.
- 1.1.2 Able to plan and develop equipment repair procedure.
- 1.1.3 Familiar with standards & specifications required to perform the maintenance activities in Refinery.
- 1.1.4 Prepare scope of work, bar charts and critical path diagrams for major jobs / group of jobs and follow up.
- 1.1.5 Prepare cost estimates of maintenance Work Orders.
- 1.1.6 Identify priorities, material and establish sequence of activities.

### **2. SKILL LEVEL DESCRIPTION**

#### **2.1 Qualifications**

- 2.1.1 Degree in Mechanical Engineering from recognized University
- 2.1.2 Computer skills in MS office. Knowledge in Primavera is preferable.
- 2.1.3 Minimum 08 Years experience in Refinery / Petrochemicals
- 2.1.4 Must be fluent in reading, writing and speaking English language.

#### **2.2 Supervisory Capability**

- 2.2.1 Have supervisory capability to direct the Services and manage the team.
- 2.2.2 Shall be capable of making quick, sound decisions.
- 2.2.3 Shall be capable of conduct relevant technical studies whenever advised or asked for.

#### **2.3 Communications**

- 2.3.1 Shall be capable of group communication to direct and co-ordinate the related tasks.

## **Job Description**

### **Safety and Quality Responsibilities**

1. Maintain standards of safety and comply with Company's health, Safety and Environment Management System requirements.
2. Take reasonable care of own health and safety and that of others in the workplace.
3. Follow and maintain Company standards of Quality in accordance with Company Quality System requirements.