

## JOB DESCRIPTION

Title	<b>Senior Safety Engineer (Western Expat.)</b>	Job Classification Number	A01048
Department /Project		Job Family Number	
Reports to	<b>Project Manager</b>	Effective Date	15 <sup>th</sup> January, 2010

### **MAIN PURPOSE OF JOB**

- The successful candidate will play a key role in delivering consultations to provide the Company with pipeline safety regulatory support and assistance with integrity oversight to the regulated groups and teams.
- Responsible for the Operator Qualification Plan to ensure that Company's personnel are in compliance with Operator Qualification requirements of the Company's Pipeline Safety Regulations. Continues to develop the Operator Qualification Plan and course requirement to ensure safety in operation and maintenance of onshore natural gas and hazardous liquid pipeline system.
- Study the Gap Analysis in personnel development plans & update the PDP's
- Responsible for the preparation of Operator Qualification training programs and contract specifications and the QO training program

### **JOB OBJECTIVES**

1. Ensure Company's operations units are aware of the Company's Pipeline Safety Regulations requirements need to be addressed and / or have not be addresses appropriately.
2. Communicate proposed / new regulatory changes and providing effects evaluation to Company's management
3. Provide guidance and monitoring progress on compliance directives to insure consistent and timely resolution.
4. Update, maintain and develop Operations Maintenance (OM) & Emergency, Response (ER) manuals.
5. Evaluating training to the Company staff on Company's Pipeline Safety Regulations, HSE procedures and Company HSE management system.
6. Provide records of compliance with Company's Pipeline safety Regulations.
7. Assist and Gather information's for the integrity management plan, risk management recommendations or assessment, and regulatory changes.
8. Review Company's Pipeline Safety reporting requirements and making recommendations on internal/ external reporting procedures.
9. Ensure all employees covered by the Company's Pipeline Safety Regulations are trained and certified in compliance with current Operator Qualification (QO) requirements and coordinate required testing and qualification processes.
10. Update and maintain the department's written Operator Qualification plan, covered task list, and assist with the updating and maintenance of other required manuals, reports and files.
11. Monitor employee progress in training programs and assist them with the training related issues.
12. Review and Prepare purchasing and contracting specifications to ensure compliance with pipeline safety regulations and QO training program.
13. Perform on-site inspections related to abnormal operating conditions and taking necessary steps to resolve the outstanding issues.
14. Assist with enforcement of temporary closures of work sites that are in violation of Company's Pipeline Safety Regulation
15. Assist the development of, and conduct training on operator qualification programs for administrators, managers, supervisors, employee and work units.
16. Maintain awareness of current or relevant pipeline safety regulations including **US DOT regulations 49 CFR Parts 190-199.**

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### ESSENTIAL WORK ACTIVITIES

- Ability to compliance requirements and to facilitate and / or provide programs to meet those needs, and to conduct training on a variety of subjects.
- Ability to work under pressure of time constraints and conflicting demands.
- Ability to interpret, explain and apply applicable laws, codes, regulations and guidelines including the US DOT pipeline safety regulation 49 CFR Parts 190-199.
- The duties listed above are intended only as general illustration of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar related or a logical assignment to the position. Job descriptions are subject to change by the Company and requirements of the job change.

### EDUCATION, SKILLS AND EXPERIENCE

- Requires any combination of training, education and experienced equivalent to graduation from an accredited college or university with Bachelor's Degree in Engineering, Public Administration, Communication, Education, or closely related field and minimum of fifteen (15) years of professional-level experience developing, coordinating, delivering and evaluating regulatory and compliance programs for natural gas or hazardous liquid pipeline systems.
- **Certified US department of Transport Liquid and Gas.**
- Knowledge of US DOT pipeline safety laws, regulations and standards included in 49 CFR Parts 190-100
- Knowledge of technical information's found in Operations and Maintenance manual, Emergency plans and Operator Qualification plan.
- Knowledge of training techniques and practices.
- Knowledge of the general principles and practices of program administration.
- Knowledge of record keeping principles and practices
- Knowledge of natural gas and hazardous liquid pipeline operations and related safety issues
- Skill in analyzing and organizing information to develop, evaluate and improve compliance, safety and training program
- Skill in using a PC and applicable software applications including word processing, database, spreadsheet and presentation packages.