

Instrumentation and Controls Coordinator III

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Company: Scruples Resource Limited

Location: LAGOS

Category: other-general

MAIN FUNCTIONS

Instrument Controls Coordinator should have a good understanding of safety, health, and environmental requirements (SSHE), provides subject matter expertise to maintenance teams. Subject matter expert for specific processes and procedures, technical matters, and equipment. Equipment types may include instrumentation, control systems, analyzers, (I&C). Demonstrates very strong maintenance skills for these equipment types. Able to provide support or guidance for complex trouble-shooting, may participate in constructability and maintenance design reviews and may assist engineering for routine maintenance as well as Turnaround, or new project support. Ability to influence without authority and interacts effectively with operation and maintenance organizations. Significant experience in electrical, instrumentation and controls installation activities with specific focus on confirming adherence to applicable codes, standards and design documents with regard to the oil and gas business segments.

TASKS AND RESPONSIBILITIES

In addition to Level 1 and 2 tasks and Responsibilities, a Level 3:

- Assisting the contractors with clarification, interpretation, interference resolution and QA/QC related matters.
- Confirming equipment and materials arriving at site meet the engineering specifications and quantities
- Ensuring instructions, drawings and specifications for scope changes are issued in a timely

manner.

- Ensuring that Health, Safety and Environment Programs are implemented and adhered to at all times
- Updating the site-wide deficiency lists to be issued at weekly construction meetings
- Participating in the turnover process by assembling completion checklists and other engineering and construction records

SKILLS AND QUALIFICATIONS

- Previous experience in a closely related position
- Behavioral Skills: adaptability, analytical capability, collaboration, effective communication
- Functional Skills: Safety, Security, Health, and Environment (SSHE) management - operations and maintenance, maintenance planning, maintenance scheduling, maintenance management, maintenance-I&C/A
- Discipline appropriate technical degree or equivalent professional experience
- Experience in interpreting electrical, instrumentation and controls installation plans, single line diagrams, block diagrams, loop diagrams, engineered construction drawings, technical specifications and engineering details and designs
- Understanding of industry codes, standards and construction methods for mining and mineral processing operations.
- Excellent leadership and interpersonal skills as well as the ability to work in a team environment
- Effective communication skills; ability to clearly and concisely describe conditions in the field and recommend remediation steps
- Team Player; exhibits effective teamwork when working with persons over whom the person may have no direct authority and willingness to assist others
- Ability to adapt to tight deadlines, heavy workloads, and frequent changes in priorities
- Proficient in Microsoft Office suite of software programs

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