**POSITION: SENIOR SUPERVISOR (OPERATION/MAINTENANCE/CONTRACT ENGINEER)– [INSTRUMENT (METERING) ENGINEER]**

**PRINCIPAL RESPONSIBILITIES**

The main responsibilities in the role are to:

* Plan and co-ordinate all metering activities associated with Operations and Maintenance Team in SPDC Asset.
* Day to day monitoring, and operations of Liquid and Gas Fiscal, Allocation, Reservoir monitoring and environmental metering equipment and systems
* Implement metering system maintenance programmes (PM & CM) in the Asset
* Provide metering specialist operational, technical and site support to existing facilities within SPDC Assets.
* Operational advice to live and scheduled actions to ensure a continued and accurate measurement to assets at all times.
* Clarify and report design issues and advise on required SPDC and regulatory specifications and standards with the Metering Team.
* Equipment modification requirement logging and reporting (action within Dept).
* Support modification requirement actions/meetings and assigned corrective actions (hand over to project dept, asset team or SPDC other).
* Update metering department records with up-grade or changes in field equipment.
* Support Management of Change process and approvals
* Day-to-day logging of all field queries, issues and requests to ensure a traceable and documented course of actions.
* Prepare site punch list entry / management and housekeeping. Clarify actions required to return a metering point to service.
* Update and manage Log Books with relevant data and ensure records are in-place for all Fiscal actions.
* Update and management of verification test equipment calibration certificates and their distribution as necessary (Asset, Metering, NUPRC, NLNG, etc)
* Support site facilities on all metering issues and drive it to conclusion
* Management of spares and ensure availability for site actions.
* Identify site training requirements and undertake / arrange operator / asset team training as necessary.
* Liaise with other functions in SPDC as necessary to ensure all internal and regulatory standards are considered within field operations.
* Support validation/calibration/verification actions for applicable third-party calibration activities (Production meter proving, NLNG, etc).
* Consider HSE issues and report if necessary for site associated metering actions and reporting to Metering Dept.

**COMPETENCIES**

Successful candidate will be a member of the maintenance team with specialist working knowledge of Fiscal and Allocation Gas/Oil/Condensate Metering Systems and should have:

* Proven record of ability to calibrate instrumentation associated with Metering Systems.
* **Proven skill in troubleshooting flowmeters (Ultrasonic, Coriolis, Turbine meters, positive displacement, etc) and working with portable meters**.
* Knowledge and understanding of standards, codes, specifications and statutory requirements associated with design and operation of Fiscal and Custody Transfer Metering Systems.
* Ability to write and communicate reports and prepare test calibration results.
* An understanding of the technical issues involved in the processing of natural gas and crude oil.

**EXPERIENCE**

Graduate with related technical background and at least 5 years of experience in Instrumentation, Metering operations and maintenance capacity, ideally at least 4 of which should be in Oil and Gas production and export facilities. The candidate must be:

* Fluent in English
* Independent professional that is not afraid to speak up and challenge the status quo
* Experience in external stakeholder engagements;
* Affinity with Shell’s safety culture.
* Good interpersonal skills.

**QUALIFICATIONS**

Academic degree/higher diploma in Engineering or relevant technical discipline.