****DEPARTMENT          :****OPERATIONS DEPARTMENT

****JOB TITLE                  :****CIVIL ENGINEERING LEAD – (1VACANCY)

****REPORTS TO             :****MANAGER TECHNICAL SERVICES

****JOB PURPOSE           :****RESPONSIBLE FOR OFFERING TECHNICAL GUIDANCE ON ALL ASPECTS OF CIVIL ENGINEERING DESIGN AND EXECUTION AS THE LEAD SUBJECT MATTER EXPERT IN THE CIVIL ENGINEERING DISCIPLINE AT UNOC

****ESSENTIAL DUTIES****

1. 1. Guide and oversee civil engineering design and execution as a lead specialist, ensuring compliance with project standards and cod
2. 2. Review and approve civil engineering project aspects, including drawings, materials, and installation procedur
3. 3. Monitor contractor performance, suggesting remedial actions to prevent deficiencies or delay
4. 4. Provide technical advice on budgets, procurement, and modifications related to civil engineering.
5. 5. Coordinate  tasks  such  as  surveys,  obtaining  necessary  permits  and  approvals  from regulatory bodies material specifications, and material testing during project execution.
6. 6. Conduct engineering compliance checks, quality assessment, and control for designs and operat
7. 7. Develop   and   manage   schedules   for   maintenance   to   ensure   uninterrupted   plant operat
8. 8. Provide  engineering support for designs, installations,  commissioning, and operating issues.
9. 9. Ensure adherence to HSSE (Health, Safety, Social, Security, and Environment) systems during design and constructi
10. 10. Track contractor performance  using  Key  Performance  Indicators  (KPIs)  and  report project progress weekly.
11. 11. Supervise maintenance, documentation  archiving,  and  safety  adherence  for  smooth project execution.
12. 12. Provide guidance and mentorship to junior engineers and technical staff.
13. 13. Undertake any other duties and responsibilities as may be assigned from time to time by the supervisor(s).

****Qualifications & Experience****

1)  A Bachelor of Science Degree in Civil Engineering (Hons) from a recognised university

2) Professional Certification in Project Management e.g. MPM or PMP or Prince2 or specialised training in Project Management is an added advantage.

3)  Registered  Engineer  with  the  Engineer’s  Registration  Board  with  a  Valid  Practicing

license.

4)  Certification or Knowledge of Quality Management Standards (Six Sigma, Certified Quality

Auditor), CMQ/OE (Certified Manager of Quality/Organizational Excellence), ISO 9001

Lead Auditor

5) A minimum of Six (6) years relevant working experience in the petroleum or manufacturing or construction industry in a reputable, busy organisation, with at least three (3) years of contract supervisory/team leader experience in a Civil Engineering role.

6)  Knowledge of Oil & Gas Industry Technical Standards is an added advantage.

****Skills and Competencies****

1. a) Proficiency in Engineering CAD software (e.g., AutoCAD, Civil 3D), Structural analysis tools (e.g., STAADPro, SAP2000, ETABS, Tekla Structures, Revit), and modelling.
2. b) Stakeholder Management skills
3. c) Negotiation & Influencing skills
4. d) Proficiency in Civil Engineering Design and development e) Knowledge in Process & Safety Engineering
5. f) Project planning and Management Skills
6. g) Application of Civil Engineering Standards
7. h) Knowledge of Oil & Gas Industry Technical Standards i)  Stakeholder Management skills
8. j) Negotiation & Influencing skills
9. k) Leading Teams (including Team Development)
10. l) HSSE Leadership
11. m) Coordination and Collaboration skills