



BASIC ROLE DETAILS

TITLE: Turnaround Coordinator Upstream

REGION: Alkmaar

DEPARTMENT: Operations & Maintenance

MANAGER: TAR and campaign lead

ROLES REPORTING INTO THE ROLE: All members of the specific operational TAR team

GENERAL

TAQA ranks as one of the largest energy and water companies in the world. Our purpose: “powering a thriving future by efficiently providing sustainable and reliable energy and water to unleash the unlimited potential of people and places”.

With over 30 nationalities across the global organisation, we are committed to promoting a corporate culture where everyone is valued and able to play their part in building our future success.

In the Netherlands, we focus on the on- and offshore production of oil and gas as well as the operation of two underground gas storage facilities. The latter are strategic assets in the provision of reliable gas in the Netherlands. Their importance will only increase in the coming years as the greater dependence on gas imports will mean domestic storage becomes key to maintaining security of supply.

The energy landscape in the Netherlands is changing, and TAQA is supporting the energy transition in two key ways: we are contributing to continuity of gas supply in the short-term as the transition agenda moves forward. We are also participating in large-scale sustainability developments such as hydrogen and green gas expertise center Investa and Porthos, a CO₂ capture and storage project.

You will be given a lot of responsibility when you join the company, which you are expected to take. And you'll get the space you need to do your job. Individual and team contributions really make a difference at TAQA.

Our success as a company depends on the engagement and passion of our people. Although our organization is large and global, locally we work with short reporting lines in an open and informal culture. We strive for diversity when attracting talent to our organisation and give your personal development our full attention.

In all we do, safety is our first priority. The safety and care of our people, as well as our surroundings and the environment.

ROLES AND RESPONSIBILITIES

BASIC PURPOSE OF THE ROLE

The Turnaround Coordinator Upstream coordinates the Turnarounds (1 per year) for the offshore main complex and onshore metering station. He keeps a helicopter view of all aspects and actively coordinates tasks delegated to others. He prepares and delivers the Turnaround plan. This includes but is not limited to:

- early identification of the main scope items.
- provide a plan (time, budget and personnel) for the preparation and execution of the turnaround.
- Integrates scope from other departments (e.g. projects) in the turnaround plan.
- provide logistical solutions to execute the turnaround in a reasonable timeframe.
- report progress to the turnaround steering committee.

KEY RESPONSIBILITIES

- Prepare milestone plan.
- Incorporate lessons learned from previous campaigns and turnarounds.
- Manages Scope Freeze dates and scope changes with respect to timing and duration
- Ensures early cooperation and information of all stakeholders.
- Ensures timely execution of Risk identification (HAZID) studies and the follow-up of the outcome.
- Maintains and reports on the budget vs actuals progress.
- Supervise and provide guidance for staff assigned to turnaround team.
- Identify key scope to be executed by vendors.
- With support from Supply Chain ensure scope is tendered where applicable and contracts are in place.
- Ensures that all work is prepared and executed according to the TAQA 12 Essential safety rules, particularly Permit to Work and Energy Isolation.
- Close out reporting including a lessons learned session.

Administrative Tasks:

- Progress reporting on work pack creation / work preparation.
- Prepare purchase requisitions.
- Keeps all relevant project files in good order.
- Provide input to the 28- and 84-days plans.

JOB DIMENSIONS

Coordination of the offshore turnarounds for the P15 field, including the onshore metering station.

Prepare and approve work orders related to the campaigns.

Prepare and approve purchase requisitions as per delegation of authority.

QUALIFICATIONS, EXPERIENCES AND SKILLS

QUALIFICATIONS / TRAINING

Essential

- Bachelor's degree in technical field and/or experience showing capability to function on that level
- Training in project management

EXPERIENCE/KNOWLEDGE/SKILLS

- Fully familiar with a computerized maintenance management system (preferably Maximo)
- Result driven
- Experience in leadership role
- Experience with project management

Languages:

- Dutch – Native / Bilingual Proficiency
- English – Professional Working Proficiency

INTERACTIONS

INTERNAL INTERACTIONS

- Operations and Maintenance team
- HSSE team
- Project engineers and discipline engineers
- Supply chain team

EXTERNAL INTERACTIONS

- Vendors and specialists

DETAILS

ESTIMATED START DATE: As soon as possible

WORKING HOURS: 38,75 hours/week (fulltime)

DURATION: 1 year contract – option to extend