



JOB DESCRIPTION

Safety, Health, Environment and Security (SHES) Lead

NFXP Onshore

Major Projects Group

Job Description

Safety, Health, Environment and Security (SHES) Lead

Part A: Job Specification

Job Purpose

- Provide SHES direction, guidance and leadership to NFXP Onshore EPC PMT and CONTRACTOR(s) for fieldwork across all EPC packages.
- Perform oversight of CONTRACTOR(s) and effectively manage a team of SHES Specialists to ensure compliance with all Project & RLC SHES requirements, and communicate and verify the effective resolution of SHES compliance issues.
- Support SHES Head in the site implementation and verification of the NFXP Onshore EPC SHES Plans & Procedures through clear planning, formal communication and interface between all involved parties.
- Support the NFXP Onshore EPC CONTRACTOR(s) in the preparation for site mobilization and to provide expert Safety, Health, Environment and Security (SHES) advice and guidance to all PMT and CONTRACTOR Project Area Division Managers, and disciplines during all phases of the Project, to achieve the Qatargas Mission to protect its people, assets and environment.
- Manage the relevant elements of the Project SHES Management system, its procedures and programs and ensures the effective and efficient implementation of risk control and mitigation measures at site in accordance with the requirements stipulated in the Contract Exhibit 5, Appendix III, SHES Instructions Part 1 to 5.

Reporting and Relationships

Reports to SHES Head and/or Manager.
Direct Reports: SHES Specialists

Internal

- Contact with relevant Qatargas Operations and Major Projects group as and when required, and frequent interfaces among various NFXP Onshore PMT project teams and departments on issues relating to the position. This requires effective communication, initiative, flexibility and an ability to induce collaboration.
- Manages NFXP Onshore COMPANY SHES Specialists at site during EPC phase and coordination of functional support from NFXP Onshore specialist SHES functions.

External

- Interface with CONTRACTOR Management and its SUBCONTRACTOR(s), Suppliers and Vendors, in SHES related matters on the premise that both COMPANY and CONTRACTOR organizations are interacting.
 - Contact and interface with external parties, e.g.: Ras Laffan Industrial City (RLIC) including HSSE, Planning & Engineering, Fire Engineering, MOPH, MME and MOI etc., as required.
 - Periodic contact with Shareholders including Qatar Petroleum (QP), Third Party contractors, vendors and service providers, as required.
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Job Context & Major Challenge(s)

- Supports the SHES and Project Management in terms of Site SHES requirements for a large, “one of a kind” LNG Plant including associated facilities and infrastructures comprising of 4X7.8MTPA process trains, as well as large and complex utilities and off-sites.
- Coordinates with the EPC SHES Team - to provide oversight for the CONTRACTOR(s) and SUBCONTRACTOR(s) SHES personnel at the project sites, and ensure alignment and proper reporting to the organization.
- Provides support and oversight for the management and site implementation of SHES requirements throughout the project duration and collaborates with relevant departments, Area Division Managers and disciplines to protect the site SHES and ensure regulatory compliance.
- Ability to work in a multi-faced/ multi-national organizational matrix with a variety of working relationships/ interfaces. Position with broad technical and SHES skills.

Financial Dimension

Inputs into the budgetary planning of SHES related expenditure for SHES material, equipment, incentives, facilities and manpower.

Generic Accountabilities – All Employees

Safety Health & Environment

- Ensure all activities are undertaken in compliance with COMPANY Safety, Health, Environment and Security (SHES) policies, regulations and standards.

Qatarization Program

- Contribute to the development of Qatari employees. This accountability is a condition of employment for expatriate employees.

Firewall Compliance

- Ensure all activities undertaken comply with anti – trust and competition laws and the COMPANY firewall policies and procedures.

Key Job Accountabilities
<ol style="list-style-type: none">1. Supports the NFXP Onshore EPC project in all SHES related disciplines and scope of work. Shall be flexible and team-orientated. Supports the SHES Head (and/or SHES Manager) as the key focal point for site activities.2. Provides oversight in field for newly onboarded EPC CONTRACTOR, SUBCONTRACTOR(s) and Vendors, to verify understanding and compliance to project SHES requirements. Monitor site SHES programs and safe work practices, and review and evaluate data/ information/ systems as required.3. Champion on-site SHES awareness and safe performance with CONTRACTOR and among PMT. Daily attendance of Tool-Box Talks (TBT) and Task Instructions (TI), providing coaching and leadership to CONTRACTOR and its SUBCONTRACTOR(s) to ensure this fundamental communication tools are used to its optimum levels.4. Supports the SHES Head (and/or SHES Manager) in providing oversight and guidance for site SHES and Regulatory compliance and performance during project fieldwork including compliance to RLC regulatory requirements. Review and comment on CONTRACTOR SHES Plan and key supporting documents.5. Verification of SHES site resource allocation, competencies and performance in assigned area of responsibility. Monitor newly mobilized SHES personnel. Provide mentoring and promote development of SHES personnel.

Key Job Accountabilities

6. Supports the establishment and maintenance of strong safety cultures in line with the Qatargas and Project vision, mission and values. Support and promote the project Observation & Intervention program and the Incident and Injury Free (IIF) program.
7. Liaise with internal/external groups as and when required in coordination with SHES Head (and/or SHES Manager), e.g. QG Major Projects, CONTRACTOR, SUBCONTRACTOR(s), RLC, and QP etc.
8. Demonstrate strong leadership and visible presence for in-field activities to build the safety culture and continual improvement on the project, through all phases of the work including SIMOPS.
9. Participates in safety meetings as needed, including Area Leadership Team (ALT) meetings, and participates in meetings involving CONTRACTOR safety problems/incidents. Participate in site safety reviews, walkthroughs, audits, pre-start up safety reviews, investigations SHES assessments etc.
10. Expedite progress of all outstanding SHES relevant corrective actions per NFXP Onshore project EPC plans and procedures for site implementation and timely follow-up and closeout.

Part B: Person Specification – Minimum Requirements

Qualifications	<ul style="list-style-type: none">• HSE related NVQ Level 5, NEBOSH National/International Diploma in Occupational Health and Safety, or higher (BSc, PgCert, PgDip, MSc).• OHSAS 18001/ISO 45001 Lead Auditor.• TapRoot® Advanced Root Cause Analysis Team Leader (or equivalent RCA tool).
Knowledge and/or Experience	<ul style="list-style-type: none">• 10 years' experience in Occupational Health and Safety.• International project experience with Tier-1 EPC Contractors or Client, involved in the construction of onshore production facilities (i.e. greenfield and brownfield work).• Sound knowledge of the project execution process in large-scale project environments (expenditure >US\$ 1 Bn).
Technical and Business Skills	<ul style="list-style-type: none">• Leadership skills.• Excellent verbal and written English skills; confident and clear presentation development and delivery.• Able to cope with excessive workload.• Be inventive to bring new ideas, methods and procedures to meet Project objectives.• Strong teamwork, facilitation, with the ability to communicate and interact at all levels of the organization• Ability to work with diverse cultures to obtain a world-class SHES performance.• Creates high quality and accurate output in a timely manner.• Team player who can effectively collaborate within Project Teams and with external parties.• Able to identify and analyse complex issues and provide recommendations.• Establishes and sustains credibility with peers, subordinates and supervisors.• Takes responsibility for own work products and can perform at high level without supervision.• Computer literate, familiar working with Microsoft office applications.

Behavioural Competencies

SHE Understanding (4)	Quality/Quantity of Work (4)
Ethics and Integrity (4)	Planning and Organizing (3)
Trust and Empowerment (4)	Initiative/Commitment (3)
Teamwork/Supporting Others (4)	Interpersonal Skills (4)
Communication and Information Sharing (4)	Service Orientation (3)
Innovation (3)	Problem Solving (4)
Job Knowledge (4)	Supervising and Coaching Others (4)