



JOB DESCRIPTION

QA/QC Lead QFAB

North Field Expansion (NFXP) Offshore Department

Major Projects Group

Job Description **QA/Qc lead QFAB**

Part A: Job Specification -

Job Purpose

- Ensures effective implementation of the Qatargas Project Management Systems (QGPMS) through the Project Quality Plan and Quality Processes.
- Ensure through Quality monitoring and measurement the implementation of QGPMS & EPCI contract quality requirements, leading quality audit programs, quality surveillance and quality control programs.
- Develops, implements and reports fabrication & construction phase quality surveillance program.
- Providing continuous support, coordination and advice to the NFXP Offshore Head of QA/QC Topsides on quality issues concerning PMT discipline execution and the oversight of contractors.
- Develop necessary quality procedures, plans, work Instructions and provides quality advice and guidance to the NFXP QFAB fab yard PMT.

Reporting and Relationships

- Reports to: NFXP Offshore Head of QA/QC Topsides.
- Direct reports: NDT Inspectors and QC inspectors.

Internal

- NFXP Offshore QA/QC Division Manager
- NFXP Onshore team, Qatargas Major Projects

Job Context & Major Challenge(s)

- Provides visible safety leadership through active participation in the NFXP Offshore Project Safety Program
- Efficiently translate Company requirements and data into an efficient delivery from the Contractor
- Manage the Contractor in the safe delivery of the scope of work components
- Verify compliance with Company requirements, standards, specifications, and instructions
- Monitor the progress and delivery of the Quality sections of the work scope

Generic Accountabilities – All Employees

- Safety Health & Environment** Ensure all activities are undertaken in compliance with Company Safety, Health and Environment and Quality 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. Counsels on the Implementation of the quality management system and coordinates in providing quality planning input for the PMT; Monitors quality management system effectiveness. 2. Prepares and executes/leads under the direction of the Head of QA/QC Topsides PMT internal and external audit schedule including stewardship of audit findings to resolution and closure using an “Action Tracking” close out process. 3. Prepares and leads quality surveillance programs for fabrication and construction phases. 4. Coordinates subordinate QG QA/QC team in daily planning and execution of their Quality function and duties including verification of all inspections and tests (i.e., Via ITP’s), production and follow up of daily quality reports, quality deficiencies and quality tools. 5. Counsels the development of quality alerts, quality deficiencies and NCRs as necessary and stewards to close out. Monitors and reports quality KPIs to measure and improve quality performance. 6. Attends internal and external quality meetings, facilitating quality planning, progress, deliverable and action, comment and finding close out. 7. Implements reviews and stewards quality deviations to specifications, equipment and approved plans/procedures ensuring they are subject to appropriate review and approval by QG SME. 8. Coordinates interfaces within PMT and towards EPCI to ensure a consistent, and effective quality approach is applied across the NFXP Offshore Project. 9. Review and evaluates EPCI Deliverables for quality including specifications, plans and reports. Prepares and gains approval of weekly and monthly quality reports. Monitors and measures contractors’ quality performance, provides, and distributes quality surveillance metrics as described in the QMS control procedures 10. Counsels the contractor to promote compliance; verify compliance with the contract and fitness for purpose of the delivered processes for fabrication and construction processes. Actively participates in project lessons learned process, facilitating capturing and closure.

Part B: Person Specification – Minimum Requirements

Qualifications

- Bachelor’s degree in engineering or similar.
- CSWIP Senior Welding Inspection 3.2.1.
- Certified ISO 9001:2015 Lead Auditor.
- ISO 9712/ NACE NDE-Coating Qualifications.

Knowledge and/or Experience

- Professional Quality Engineer with 10 years of QA/QC experience in fabrication and construction of Offshore Oil & Gas Projects representing Clients.
- More than 8 years’ experience facilitating, coordinating and supervising implementation of quality control programs on Major EPCI onshore fabrication and construction Projects representing the Client.
- More than 8 years’ experience in the development and delivery of external & internal audit programs along with quality surveillance programs.
- 5 Years’ experience working in the Middle East as QA/QC Lead.
- Experience with EPC contractors, sub-contractors and vendors involved in the oil and gas industry.
- Demonstrated ability and sensitivity to work with people from a variety of cultural background.

Technical and Business Skills

- A high level of proficiency in written and spoken English
- Computer literacy involving the regular use of professional office applications and some technical applications.

Behavioural Competencies

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

Reviewed by : Head of Compensation & Policy

Approved by : Human Resources Manager

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Signature : _____

Signature : _____

Date : _____

Date : _____

Agreed by : Department Manager

Signature : _____

Date : _____