

<b>JOB TITLE</b>	Subsea Lead Quality Engineer
<b>LOCATION</b>	Aberdeen, UK

<b>DESCRIPTION OF FUNCTION</b>
The (Subsea Projects Quality Manager / Subsea Projects Lead Quality Engineer) shall lead, organise, manager and control the QA/QC activities performed by the Company's projects team.

<b>JOB RESPONSIBILITIES</b>
<p><u>Critical Contacts</u></p> <p>Internal Project</p> <ul style="list-style-type: none"> <li>• Project Manager / Director</li> <li>• Project / Package Engineers</li> <li>• Discipline Engineers (e.g. Controls, Pipeline, Materials, Welding, Pre-commissioning)</li> <li>• Document Controller</li> <li>• Project Controls Lead</li> </ul> <p>Internal Functional (SHE-Q Team)</p> <ul style="list-style-type: none"> <li>• SHE-Q Manager</li> <li>• QA Manager</li> </ul> <p>External</p> <ul style="list-style-type: none"> <li>• Client</li> <li>• Independent Verification Body / Independent Certification Authority</li> <li>• Suppliers and Subcontractors</li> <li>• 3<sup>rd</sup> Party Inspectors and Inspection Agencies</li> </ul> <p><u>Main Responsibilities</u></p> <ul style="list-style-type: none"> <li>• Provide a focal point for all Subsea Project Quality matters both internally and externally (as identified above).</li> <li>• Ensuring that Quality objectives are met during design, construction, transport and installation stages of the projects.</li> <li>• Ensuring Subcontractors / Suppliers Quality Management Systems are in accordance with project requirements Standards.</li> <li>• Supervise, co-ordinate and control QA/QC matters for the supply of materials, fabrication, installation, transport and construction for onshore and offshore scopes of works.</li> <li>• Ensuring attendance by competent QC &amp; 3rd Party Inspection personnel for all necessary inspections, SIT's and FAT's when required.</li> <li>• Ensuring that all NCR's, audit findings and other quality related issues are reported to the project and monitored until resolved, providing technical / QC input where required (including root cause analysis &amp; investigation) and ensuring effective / efficient closeout.</li> </ul>

## Main Activities

### Project General

- Prepare and issue for use, Project Quality Plans, to ensure the expectations and needs of the Project, Client and the overall Company's operational and quality needs are met.
- Raise and implement related Project Quality procedures including, but not limited to: Project As-Built Management, Management of Change, Quality Surveillance / Inspection Control, Project Verification Activities
- Liaise with IVB / ICB to ensure effective management of project verification activities.
- Liaise with Client to ensure effective management of project quality activities.
- Provide effective technical assistance to the Project Team on all QA/QC Risks.
- Co-ordinate the project quality surveillance / inspection resources (including any Third Party Inspection activities).
- Monitor the TQ register and Non-Conformance registers to ensure that variations to project requirements are treated correctly.
- Undertake and lead / participate in internal and external audits.

### Subcontractor Management

- Review Subcontractor / Supplier ITT proposals and Conduct Quality (and assist with Technical) bid evaluations
- Conduct criticality assessments of equipment and suppliers to ascertain the required inspection levels and ensure these are implemented in the relevant ITP's.
- Review and approve Subcontractor / Supplier documentation including, but not limited to: Quality Plans, Inspection and Test Plans, Drawings, Welding, NDT, Coating, Manufacturing, Hydrotesting specifications & procedures.
- Liaise with Subcontractor / Supplier to ensure effective management of project quality & fabrication activities.
- Liaise with Project Manager and project team members on a daily basis providing feedback on performance of Subcontractors / Suppliers.

### Quality General

- Assist with evaluation and approval of potential suppliers prior to their addition to the Approved Vendor List (AVL) in order to maintain a supply base capable of supporting the projects.
- Conduct ad-hoc audits or root cause investigations into particular quality problems so that effective solutions, corrective and preventive measures can be identified and implemented within the Company's Management System.
- Provide guidance, general support and awareness training to all levels of staff on the operation, maintenance and continual improvement of the company's Quality Management System.
- Assist in the maintenance and revision as required, of processes and procedures relating to Quality Assurance & Quality Control within the business.

**CAPABILITY PROFILE; KNOWLEDGE, SKILLS AND EXPERIENCE**

- A minimum of 10 years' experience in a similar role
- HND or equivalent in an Engineering discipline preferred
- Relevant Vocational Qualifications (CSWIP, ICORR, BGAS, FROSIO, PCN, ASNT)
- Trained and Certified Lead Auditor
- Time served apprenticeship in relevant discipline