

Job Title:	Instrumentation Pipefitter
Location:	Glasgow
Responsible To:	Operations Manager
Direct Reports:	N/A
Review Date & Rev No	Jan 2022 – Rev 1

Purpose of Job:	To carry out all activities associated with the instrument assembly workshop.
Key Areas of Responsibility:	<p>Operationally</p> <ul style="list-style-type: none"> To assist in the installation of a variety of Small Bore Tubing To Modify installations as requested by Workshop Supervisor/Management To Bend / Run / install a variety of Small Bore Tubing To Install Bracketry To ensure that all tasks are carried out as per manager's/supervisor's written and verbal instructions, Work instructions, GA drawings etc To ensure all jobs are undertaken to the required quality and specification and comply with Company QAM Procedures To take part of other activities in the workshop if required. To ensure that all safety rules and regulations are conformed to at all times To ensure that work areas are maintained clean and hazard free at all times To take responsibility for the commissioning and expediting of all kit issue parts, liaising with the Production Support Team as required Ensure the accurate completion of all paperwork The willingness to work overtime to ensure organisational or client deadlines are met <p>HSEQ (Health, Safety, Environmental and Quality)</p> <ul style="list-style-type: none"> Ensure that work is produced and delivered in conjunction with the company's Quality procedures, BS EN ISO 9001:2000 and Customer specifications Ensure that work activities are executed in accordance with the Company's HSE Management System and where applicable the customer's site rules. Take all the necessary actions to reduce risks in the workplace Deal effectively with incidents that occur in the workplace Ensure work areas are maintained clean and hazard free Ensure that risks are assessed and risk assessments completed where applicable Ensure that all equipment associated with the Workshop is regularly inspected and maintained. Report all defects to the supervisor immediately Be available for routine weekly safety inspections audits as per area inspection check sheet Ensure strict compliance with PPE regulations, including other staff coming into department To be aware of environmental issues associated with workshop procedures <p>Continuous Improvement/Personal Development</p> <ul style="list-style-type: none"> Take part in any Tool Box Talks and other communication processes to ensure you keep up to date with recent events or changes within the

	<p>department and for the smooth running of the day to day work detail and daily planning</p> <ul style="list-style-type: none"> • Actively take part in the Competency Assurance Process and ensure that you maintain an up-to-date competency level and sound working knowledge of assembly and test • To be fully aware of component compatibility and competent in the use of Hydrasun products. • Actively take part in the Performance appraisals system • Comply with the Human Resource Management systems and procedures • Motivate and encourage and mentor trainees • To help promote a culture of cost efficiency and savings • To wherever possible develop and maintain a good customer relationship in order to maximise and increase the company sales, products and services capability • To work overtime, if necessary to ensure organisational or client deadlines are met • Participate and assist with internal and external audits and budget processes. • Adopt and promote good working practices ensuring compliance with the Company's HSE and Quality Management Systems. • Interact with internal and external customers in a positive and professional manner • Commit to continuous improvement and development • Provide holiday and absence cover when necessary 	
Interfaces:	<p>Internal: Manager / Supervisor / Engineering and QA & HSE departments.</p> <p>External: Client witnesses/inspectors and representatives.</p>	
Qualifications:	Essential	Desirable
	<ul style="list-style-type: none"> • Knowledge of Small Bore Tubing processes 	<ul style="list-style-type: none"> • ECITB TSBT01 • ECITB TSBT02 • ECITB TSBT03 • SBEx • Autoclave • CNC Pipe Bending • Cold Pipe Bending
Experience Required:	Essential	Desirable
	<ul style="list-style-type: none"> • Experienced in subsea equipment • Be able to demonstrate a sound working knowledge of process systems and /or Hydraulic products and related fabrication procedures • Working within a service industry with a keen focus on, and compliance with, QHSE policies • Previous experience of mechanical or hydraulic engineering • Previous experience of working within an environment that requires strict adherence to processes and procedures 	<ul style="list-style-type: none"> • NVQ 3/ONC/HNC/HND Engineering discipline
Skills/Training Competences:	Essential	Desirable

	<ul style="list-style-type: none"> • The ability to read engineering drawings and specifications • Experience in Instrument and Hydraulic systems. • Good communication and organisational skills • Flexible and adaptable • Numeric skills • Ability to work to strict standards and procedures • Computer Literacy • HSE and QA awareness 	<ul style="list-style-type: none"> • A working knowledge of the products that will be installed. • An understanding of the market that we are supplying. • The ability to contribute to Project planning and scheduling
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Please note that you may be requested to undertake other duties from time to time and it is possible that your duties may change over time. You will be expected to cooperate with all reasonable requests. If the changes are deemed to be longer term then this job description will be revised.

Signature of Job Holder: _____
 Name in Capitals ()

Date: _____

Signature of Manager: _____
 Name in Capitals ()

Date: _____