

<b>Job Title:</b>	Umbilical's Technician
<b>Location:</b>	Aberdeen
<b>Responsible To:</b>	Supervisor
<b>Direct Reports:</b>	None
<b>Review Date &amp; Rev No</b>	September 2022

<b>Purpose of Job:</b>	<p>The main duties of an Umbilical's Technician will be to operate various types of Extrusion/Umbilical equipment manufacturing Top Side and Deck umbilical's along with single line hose Extrusion's. Operation of Hydraulic and electrical spooling equipment in conduction with our 2 Extrusion machines, the operation of the HAMM Cabling equipment and also our Fibre Braiding machine. All operation activities to be carried out safely and to a high standard to meet our and customers quality and safety standards.</p>
<b>Key Areas of Responsibility:</b>	<p><b>HSEQ (Health, Safety, Environmental and Quality)</b></p> <ul style="list-style-type: none"> <li>• Ensure that work is completed in line with the Company's Quality procedures, BS EN ISO 9001:2000 and Customer specifications</li> <li>• Ensure that work activities are executed in accordance with the Company's HSE Management System and when onsite in accordance with the customer's site rules</li> <li>• Ensure that work areas/vans/equipment and tools are maintained, clean and hazard free and in accordance with company procedures and customer site rules</li> <li>• Ensure that risks are assessed and risk assessments completed where applicable</li> <li>• Ensure adherence to the Company's accident and investigation procedures</li> <li>• Carry out routine weekly safety inspections as 5s and report to Team Leader</li> </ul> <p><b>Operationally</b></p> <ul style="list-style-type: none"> <li>• Ensure that all tasks are carried out as per manager's/supervisor's written and verbal instructions, Work instructions, GA drawings etc</li> <li>• Ability to operate all extrusion shop machinery and equipment including cabling, extrusion, termination and testing</li> <li>• Ensure all jobs are undertaken to the required quality and specification and comply with Company QMS Procedures</li> <li>• Ensure that all safety rules and regulations are conformed to at all times</li> <li>• Ensure that work areas are maintained clean and hazard free at all times</li> <li>• Take responsibility for the commissioning and expediting of all kit issue parts, liaising with the Production Support Team as required</li> <li>• Ensure that all equipment associated with Umbilical shop activities used by the team are regularly inspected and maintained</li> <li>• Carry out routine weekly tidy of designated area within plant</li> </ul> <p><b>Personal Development</b></p> <ul style="list-style-type: none"> <li>• 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 department and for the smooth running of the day to day work detail and</li> </ul>

	daily planning <ul style="list-style-type: none"> <li>Actively take part in the Competency Assurance Process and ensure that you maintain an up-to-date competency level and sound working knowledge of hoses and fittings</li> <li>Comply with the Human Resource Management systems and procedures</li> <li>Motivate, encourage and mentor trainees where applicable</li> <li>Help the Operations Service Department Supervisor actively define strategies for continuous improvement of the Service Van service in order to improve response times and services to customers</li> <li>Assist the Operations Service Department Supervisor with reports for Senior Management review when applicable</li> </ul>	
<b>Interfaces:</b>	<b>Internal:</b> Operations Manager / Supervisor / Team Leader and Operators; Internal and External Sales Department; Hose Assembly Workshop; QC Inspectors; QA & HSE Departments & Umbilical's Project Team <b>External:</b> Client Inspectors and 3 <sup>rd</sup> party representatives	
<b>Qualifications:</b>	Essential	Desirable
	<ul style="list-style-type: none"> <li>Standard Grade/National 4/5 level qualification or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>SVQ / NVQ in relevant area</li> <li>Counter Balance Forklift Certificate</li> <li>Overhead Crane Operations Certificate</li> <li>Banksman/Slinger Certificate</li> <li>Fire Training</li> </ul>
<b>Experience Required:</b>	Essential	Desirable
	<ul style="list-style-type: none"> <li>Experienced within a Mechanical/Manufacturing Technical role.</li> </ul>	<ul style="list-style-type: none"> <li>Experience in the operation of Hose Spooling Equipment &amp; process</li> <li>Experience in the operation of Cabling Equipment &amp; Process</li> <li>Experience in the operation of Braiding Equipment &amp; process</li> <li>Experience in the operation of Extrusion Equipment &amp; process</li> </ul>

<b>Skills/Training Competences:</b>	<b>Essential</b>	<b>Desirable</b>
	<ul style="list-style-type: none"><li>• The ability to read and understand engineering drawings</li><li>• The ability to work to strict standards and procedures</li><li>• Ability to demonstrate a flexible approach to work</li><li>• Ability to function effectively within a team environment</li><li>• Good attention to detail</li><li>• Excellent awareness of QMS/HSE Procedures</li><li>• Ability to work under own initiative</li><li>• Good Communicational skills</li><li>• Customer &amp; Quality Focused</li><li>• Numerical skills required</li></ul>	

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: \_\_\_\_\_