Position Description:

<table>
<thead>
<tr>
<th>Position Title:</th>
<th>Head of Electrical Engineering</th>
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<tbody>
<tr>
<td>Directorate:</td>
<td>Salalah LPG</td>
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<tr>
<td>Department:</td>
<td>Maintenance &amp; Turnaround</td>
</tr>
<tr>
<td>Location:</td>
<td>Salalah (permanent) &amp; Sharjah (temporary)</td>
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<tr>
<td>Section:</td>
<td>Electrical</td>
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<tr>
<td>Job Level:</td>
<td>Middle Management</td>
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<td>Reports to:</td>
<td>Maintenance &amp; Turnaround Manager</td>
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<td>Subordinates (Direct/Indirect):</td>
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Job Purpose:

1. To carry out the maintenance of owned facilities and Plant equipment’s from an electrical perspective to ensure that the electrical parts of equipment are operating as per design specifications.
2. To Identify and mitigate/eliminate the root cause of major and repetitive failures.
3. To initiate, design and implement Control system/Power distribution modifications/improvements for enhancement of the Plant performance.
4. Update and maintain all documents related Electrical equipment and systems.

Qualifications, Experience & Competencies:

Qualifications:

1. Bachelor’s Degree in Electrical Engineering or equivalent.
2. Profession certification in Electrical Safety and Testing will be added advantages.

Experience:

1. Minimum 15 years of relevant experience of electrical maintenance in continuous process plants preferably in LPG /LNG/Refinery/ Petrochemical/ Oil & Gas sectors.
2. Minimum 4 years of experience worked as Senior Engineer in Maintenance & Turnaround department.
4. Experience in Commissioning and Startup of LPG /LNG/Refinery/ Petrochemical/ Oil & Gas sectors.
5. A minimum of 4 years’ experience handling Computerize Maintenance Management System (CMMS) module, Reliability Centered Management and specifically SAP PM. & MM module.
6. Good knowledge of standards & procedures relevant to CMMS.
7. Able to make data base of the tags identified from P&IDs & other relevant engineering drawings.
8. Well versed with SAP PM Template’s preparation. Has knowledge in preparation of Functional and superior functional location hierarchy correctly as per standards.
9. Working knowledge of SAP PM transactions.
11. A working knowledge of SCE performance Standards.
14. Working knowledge of Corrosion Inspection Management System (CIMS), Asset & Plant Management System (Bentley system).
15. Experience of Commissioning & Start-up in Greenfield project in LPG /LNG/Refinery/ Petrochemical/ Oil & Gas sectors will be added advantage.
16. Hands on experience of Allen Bradley or SIEMENS or GE FANUC PLC, ABB VFOs, Fire and Gas system, UPS is preferred.
**Maintenance & Turnaround Management System:**
- Mastery in Maintenance and Turnaround system and ability to lead Electrical Maintenance & Turnaround team during engineering, construction, commissioning phase and in operate phase of new LPG facility.
- Mastery to develop and establish implementation of the sectional policies; procedures; work instructions, communication protocols in line with Organizational requirements and as per codes and regulations followed in SLPG.
- Mastery in Strong understanding of SAP –PM and MM modules, Bentley APM solution, RCM and Computerized Maintenance Management system.
- Mastery in Maintenance deliverables during detailed engineering i.e. Maintenance Strategy, Sparing Strategy, Vendors deliverable like O&M manual & drawings etc.
- Detailed knowledge of Electrical equipment and machine preservation requirement and packaging
- Mastery in electrical sub stations & electrical power distribution system function and maintenance
- Mastery in operation and maintenance of Gas turbine generator and Diesel generator
- Detailed knowledge of installation & Testing of Electrical equipment i.e. transformer, GIS, Switch gear, motors and machines
- Detailed knowledge of safety standards and practices for electrical equipment, motors and machines
- Good knowledge of mechanical/Instrument/chemical Engineering concepts relevant to the position requirements
- Mastery in Maintenance & Integrity risk management
- Mastery in Maintenance & Turnaround Planning, Scheduling, Budget, Cost Estimation & control.
- Mastery in formulating contracting strategy for specialized vendor service, service level maintenance contracts
- Strong understanding of Electrical fire fighting system
- Strong understanding of HVAC system for control building
- Strong understanding of Quality management and mastery in human resource management for Maintenance & Turnaround operation.
- Mastery in OPEX and CAPEX and preparation of financial proposals and approval process
- Mastery in reporting and setting KPIs, strategy and plan for achieving Maintenance targets.

**Operation Readiness & Assurance:**
- Ability to contribute effectively represent for maintenance inputs during detailed design, procurement, construction and commissioning activities of Salalah LPG (SLPG) project.
- Ability to develop Company Maintenance & Integrity deliverables of Operation Readiness & Assurance system for LPG Plant.
- Review EPC contractor deliverables and support Commissioning, Construction and Engineering team during execute phase of the project.
- Ability to develop, plan & monitor Maintenance & Turnaround function work process streams activities for Operation readiness of SLPG project.
- **Commissioning & Start-up:**
  - Knowledge and experience of Operation readiness, Pre-Commissioning, Commissioning, Initial start-up & ramp up activities and requirements
  - Familiarization of project detailed engineering, procurement, construction, pre commissioning, commissioning, completion & handover activities

**First Time Right Program:**
- Familiar with “Right First Time” concept and activities of key areas i.e. Cleanliness & Preservation, Tightness, Operability & Maintainability, Integrity,
- Awareness of flaw recurrence during design, construction, pre-commissioning, Commissioning & initial start-up and operation and ability to mitigate the flaws

**Plant Operation & Management System**
- Good knowledge of LPG plant operation, Jetty & land tanker loading operation for handling of liquid and Gas like Propane, Butane, Condensate
- Strong understanding of Operation Management system.
Basic Skills:
- Utilize in-depth understanding of emotional resistance, risk management, communication, strategy, commercial judgement and finance, decision making and driving for excellence to make a positive, strategic impact in organizational operations. Act as a coach or mentor for others, championing the development of core skills with a department unit.

Communication:
- Demonstrate advanced understanding and use of technical vocabulary, with the ability to lead technical meetings. Produce detailed reports and documents, including, but not limited to business documents and technical reports.

Personal Effectiveness:
- Act as an organizational model for personal effectiveness attributes, coaching and mentoring others where appropriate. Address critical problems and execute high-risk decisions where necessary.

Policies and Procedures:
- Demonstrate adherence to corporate policies and procedures. Describe the importance of corporate culture in terms of success and public perception.

Basic HSE:
- Take an active role in designing and implementing basic HSE programs and procedures. Monitor organizational compliance to HSE and implement revisions and updates to basic HSE as required.
- Define and implement advanced HSE strategies and objectives. Manage contractor HSE matters and implement risk assessment programs and initiatives. Also provide coaching in HSE leadership and commitment.

Creating Value:
- Implement customer-focused initiatives and solutions throughout business and quality processes. Foster continuous learning opportunities to improve performance and innovation. Act as a change leader, in driving for results while appropriately managing risk.

Business Strategies:
- Develop strategic business plans, incorporating core elements of strategic focus for regional and global perspectives. Provide leadership qualities promoting the business strategy, while designing strategies for monitoring progress and quality.

Operational Management:
- Consistently model operational excellence for various management strategies, acting as a coach where appropriate. Monitor and evaluate operational management strategies for potential improvement.

Leadership:
- Recognize leadership styles that are misaligned with organizational strategies, and recommend improvements. Demonstrate and execute leadership styles with the ability to adapt them towards changing operational environments.

Building Capabilities:
- Fully manage a personal development plan while playing a fundamental role in organizational learning and development. Champion mentoring and coaching activities and act as an ethical role model.
Key Responsibilities:

Key responsibilities are NOT limited to following:

1. Work with CSU team for Pre Commissioning & Commissioning activities during Execute phase of the project
2. Review CSU deliverables and Vendor documents and drawings and interact with CSU team
3. Witness discipline critical activities during Construction, Pre Commissioning and Commissioning.
4. Participate in walk down during Mechanical completion, Pre Commissioning and Commissioning
5. Review System dossiers for Mechanical Completion, Pre Commissioning and Commission Completion.
6. Provide discipline inputs during Detailed engineering and participate in Factory Acceptance test
7. Carry out Troubleshooting, Inspection and repair of the electrical parts of owned facilities and Plant equipment such as Motors, Generators, Transformers, MV/LV switchgears, Protection relays, VFDs, UPS, Battery Chargers, Power Management System, EOT cranes, HVAC systems, F&G system, Cathodic Protection system, lighting systems and CCTV/PA radio systems.
8. Conduct preventative maintenance and predictive maintenance for the electrical parts of equipment across Plant and own facilities.
9. Implement repair services for break downs and emergencies for Plant and owned facilities as guided by the Head of Section.
10. Involve in implementing reliability related projects to improve the performance of electrical parts of equipment.
11. Conduct/Participate in investigation of root cause of failures analysis of electrical parts of Plant equipment and owned facilities and implement recommended solutions to avoid any unplanned equipment trips and Plant shutdowns.
12. Carry out Protection Relay Tastings as per the schedule and as and when found necessary.
13. Carry out review of Protection Relay coordination as necessary and suggest the Changes if required.
14. Design and carryout control system modifications as necessitated.
15. Coordinate Annual third party Oil Analysis of Transformer, Cathodic Protection Tests and assist HOS in implementing the recommendation.
16. Carry out reconfiguration of VFDs, Fire and gas addressable devices/loops, CCTV cameras and system.
17. Carryout minor programming modifications in PMS, HVAC and Synchro-power sharing control PLCs and DCS.
18. Explore Alternative materials for equipment spares to achieve cost effectiveness.
19. Carryout/Participate in JSA and Implement the Hazard mitigation methods.
20. Inspect new electrical spare parts of equipment which are procured to be stored as stock items in the warehouse.
22. Collect and analyze maintenance related data, prepare reports for Head of Electrical.
27. Carry out design reviews/approval submitted by contractor.
29. Be conversant with IEC standards related to Electrical Equipment.
30. Handle the responsibilities of Superior (immediate Supervisor) as and when delegated.
31. Participate in the Plant Health and Safety programs and ensure that all the Electrical maintenance activities are conducted as per the HSE policies and guidelines.