



## **Senior Project Manager**

### **Location – Ellon, Aberdeenshire**

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#### **Company Overview**

Film-Ocean, a Stapem Group Company is a Global ROV contractor providing subsea inspection and technical support to the Oil and Gas and renewable energy industries. Our unique offering enables clients to improve the reliability and operational efficiency of their subsea operations, reducing risk and cost while improving safety and performance.

Film-Ocean is the ideal place for talented individuals to come and work, learn and develop their careers. We will support individual's continual professional development in line with their personal and career aspirations.

We provide a competitive remunerations package with a friendly and open team environment, making Film-Ocean a great place to work. We are always interested in hearing from driven and enthusiastic people who want to be part of a fast-growing specialist subsea Company.

#### **Role Summary**

The Senior Project Manager is an integral role within the management team. They will be responsible for overseeing projects through from inception to completion, project financial performance, managing safety, commercial and reputation risks. Working in collaboration with internal and external partners to ensure maximum use of project resources, technical integrity, operational efficiency and quality assurance. They will deliver safe and successful completion of projects, champion all aspects of safety, quality and technical delivery of projects, actively engage and interface with clients, offshore personnel and other departments at Film-Ocean.

#### **Key duties and responsibilities to include, but are not limited to:**

- Management of assigned ROV projects
- Liaison with clients during project start-ups, operational and post operational period to discuss and identify client ROV and crew requirements and present Film-Ocean's ROV and engineering capabilities
- Liaise between clients and Film-Ocean technical team regarding design, and or development of engineering for projects
- Provide technical input, including participation in peer reviews for live projects
- Support invitations to tender for ROV operations, client presentations and the provisions of technical assistance to the business development team and senior management
- Manage contract negotiations for client and 3rd parties
- Manage cost for all project activities and ensure compliance with project commercials
- Prepare equipment documentation to meet project requirements including pre-mobilisation QA/QC audits during project periods
- Working in conjunction with crewing team to identify and allocate offshore crew to meet client requirements and support with personnel logistics
- Oversee offshore personnel reporting requirements
- Support with offshore personnel appraisals and crew members personal development
- Deliver comprehensive project briefings to highlight client requirement and responsibilities to offshore personnel, attend project mobilisation and de-mobilisations, as required
- Ensuring safety and quality policies and procedures are implemented and followed at the offshore work location

- Review DPR's, manage man days tracking and project spreadsheets to ensure accuracy for invoicing purposes
- Collation of system logs from offshore and support the preparation of invoices and completed projects on a monthly basis
- Lead the equipment procurement, engineering, mobilisation, operations, analysis and customer reporting
- Collate list for maintenance and liaise with technical team, monitor and action spares and stores requirements for projects
- Produce project procedures as required, ongoing review of all technical and support documentation and assist in generation of work scopes and method statements
- Provide visible pro-active HSE leadership, complete incident reporting and risk assessments and ensure they are followed
- Visits to ROV worksites
- Participation of the on-call rota
- Provide support where necessary for other members of the operations team
- Undertake any other duties as the Company may reasonably require.

#### **QHSE Responsibilities**

- Demonstrate personal commitment to Health, Safety, Environment and Quality
- Apply Film-Ocean and any Client's Health, Safety, Environment and Quality Policies
- Promote a culture of continuous improvement, lead by example and exceed Film-Ocean's commitment to HSEQ initiatives.

#### **Essential Requirements**

- Extensive operational, technical and project management experience in the ROV industry
- Degree qualified, or recognised engineering or technical qualification
- Familiar with established management tools, project and planning techniques
- Commercial and contractual acumen.
- Valid driving license.

#### **How to Apply**

Interested in this position, then please submit your CV, cover letter and salary expectations.

Please note; Film-Ocean assess all applications based on merit. Should a suitable candidate be identified, Film-Ocean reserves the right to close the recruitment process prior to the advertised closing date. Only those candidates considered to be suitable will be invited to interview.

Should you have any queries regarding the role, or have any questions relating to your application, then please contact HR on [careers@film-ocean.com](mailto:careers@film-ocean.com)

#### **Closing date**

Friday 22<sup>nd</sup> January 2021