



JOB VACANCY # 016/18

Senior HSE Officer

Date: 12th October 2018

MPRL E&P is privately owned, independent oil and gas exploration and Production Company with interests in both onshore and offshore Myanmar. Founded in 1996, we are now at an exciting stage in our development as we evolve to take advantage of new business opportunities, consolidate our successes to date and collaborate with other major E&P companies to progress new projects. MPRL E&P is seeking applications from dynamic and highly motivated candidate for the following post:

Job Title : Senior HSE Officer
Submission Deadline : 26 October 2018
Department : HSE
No. of Position : 1 position
Probation Period : (3) Months
Start Date : As soon as possible
Reporting to : Assistant HSE Manager

Job Summary

Assist the HSE Manager to lead HSE activities to ensure compliance with local, state and federal regulations pertaining to Oil & Gas Operation, Manages HSE management procession such as coaching, training, and auditing and to demonstrate of the improvement of HSE culture in the organisation.

Communicates regulatory information, Educates and informs HSE personnel and all employees, contractors and visitors alike by ensuring that risks in the workplace which are both Office areas and site areas identified and properly controlled, and that the MPRL GoC's activities have a minimal negative impact on the environment of these changes, and provides support on complex HSE issues to achieve sustainable compliance with applicable regulations, company policies and procedures. To meet and align HSE goals and tasks with that of MPRL E&P's goals and activities.

Job Description

- To Assist the HSE Manager in establishing the Safety Management System & Environmental Management System in all MPRL E&P Group of Company.
- To establish HSE Plans in order to execute the HSE Policy, Environmental Policy and continually improve.
- To assist and coordinate with the Managers and all personnel assigned to the project in establishing an overall Project HSE Management Plan based on the companies HSE standards and Project requirements.

- To establish HSE audit programs/plan/schedules and perform the Project HSE Audit within the project organization in cooperation with the Corporate Team.
- To establish the HSE and security management plan for loss prevention at all MPRL E&P GoC affiliated sites.
- To investigate the cause of accidents, establish preventive countermeasure and report the result to the Management.
- To support discipline supervisors for performing their job safety.
- To support update Health, Safety and Environment laws, legal equipment, regulation, rule & procedures.
- To establish HSE training program and conduct training, coaching to site HSEO for competency.
- To establish update ERP plan & procedure, drill plan / procedures and manage to perform drill exercises and prepare reports.
- To establish a Permit to Work System, manage and train relevant personnel on site.
- Consults with relevant department, and provides guidance to, operations management to ensure that HSE procedures are understood and communicated to relevant personnel responsible for their implementation.
- Assisting site team to develop hazards identification & risk assessment (HIRA), Aspects & impacts for EMS for site operations.

I. HSE Policies, Procedures & Practices

- Review, evaluates and communicates federal, state and local regulatory policy changes of Safety and Environmental issues that exist within the MPRL Group of companies and recommend systems and process to mitigate key HSE risks, to Senior Management.
- Review existing HSE practices, propose changes and propose effective risk assessment management strategies and make recommendations on the implementation of such strategies.
- Reviews and communicates compliance in the form of monthly reports for training, EHS assessments, and other leading indicators.
- Consult with senior management and line managers to give appropriate advice on formulating best-practice policies and procedures.
- Provide independent professional advice and technical information where appropriate to senior management and line managers to enable MPRL E&P to discharge its statutory, common and moral obligations, keeping staff and managers abreast of changes in HS&E Legislation and Industry Codes of Practice.
- Liaise with the HSE department to ensure Company's policies, practices and procedures are being disseminated appropriately to all personnel.
- Contributes during accident/incident Investigation/Root Cause Analysis.
- Recommend a level of Health, Safety and Environmental Management that meet International standards and align HSE goals and tasks with that of MPRL E&P's goals and activities.

II. Monitoring Performance

- Review existing HSE compliance, propose changes, implement and monitor measures necessary to comply with HSE Legislation and Industry Codes of Practice.
- Conduct periodic audits to check progress of HSE implementation
- Provides including statistics and reports, on program performance.

III. Health and Safety

- Review existing reporting of accident statistics, analyse trends and propose changes and remedial action where necessary.
- Establish a Hazard Tracking System and educate MPRL E&P Personnel regarding its use.
- Participate in accident and near-miss investigations, prepare report of findings, including recommendations to prevent recurrence and implement an approved course of action.
- Assist and support managers and employees in the preparation of risk assessments, JSA/JHA. Monitor the details and the solutions derived from risk assessments and the practicality of the recommended work practices.
- Liaise as necessary with other organizations and relevant authorities, and provide assistance and cooperation concerning audits and remedial actions.
- Develop procedures to ensure that contractors, suppliers, consultants and other irregular visitors to the company comply with relevant legislation and company safety policies.
- Meet and co-operate with visiting health, safety and environmental officers as required.
- Undertake company safety inspections regularly and write reports to communicate findings.
- Review existing emergency management plans for project work locations and recommend changes if necessary
- Conduct Emergency Response training and exercises; ensure emergency response procedures, teams and facilities are prepared to respond appropriately to any emergency incident to protect life, environment and company assets.
- Review Orientation procedures for new direct hires and contract employees.

IV. Environment

- Assist in implementation of Environmental Management System, adherence to environmental standards, environmental reporting, and for instilling environmental awareness within all personnel.
- Review existing procedures with regard, to legal compliance and provide recommendations to reduce risk of non-compliance.
- Identify environmental aspects & impacts register for Mann Field operations
- Identify opportunities for continuous environmental improvement and recommend programs to deliver such improvement.
- Promote and coordinate the integration of environmental management and sustainability within all facets of MPRL E&P operations
- Reviews and updates Environmental Action Plan, etc. (As per EIA's Environmental Management Plan)
- Participates in air permitting, waste management program and environmental procedures development.
- Leading in spill drill exercises and report as per EAP with field team.

Dimensions:

The position requires multi-site coordination, providing support and guidance to the Group of Companies. This includes an operating oilfield onshore and two land drilling rigs contracted to other companies.

Key Interfaces:

HSE team, Operations management, senior management, Field personnel, MOGE, JV partners, other oil and gas companies, contractors.

Periodically, the employee may be expected to perform assigned duties and tasks not covered in this job description as well as to provide support to other departments when necessary.

Job Specifications: (Educational & Non-educational qualifications)**Education / Experience**

- Preferably a Degree on Safety management, Construction, Mechanical, Electrical, Electronic, Chemist, Petroleum Engineering.
- At least 5 years working experience in Oil & Gas related field

Special Skills

- Familiarization with OHSAS 18001 Management system, ISO 14001 Management system
- Outstanding communication, interpersonal and influencing skills.
- International experience and oil & gas experience is preferred;
- Well-developed interpersonal skills and the ability to communicate effectively, both orally and in writing (Myanmar and English) are also required.
- Ability to multi-task with great attention to detail
- Proficient in Microsoft Office Suite, Adobe applications
- High degree of motivation and willingness to learn
- Ability to work well in diverse teams but also productive working individually with minimum supervision
- Timely execution and completion of assigned tasks, ability to work to tight deadlines
- Physically active, intelligent and confident but humble enough to take advice and direction

Interested candidate are requested to submit an application letter with CV, relevant educational certificates and at least three references to Human Resources Department at MPRL E&P Pte.,Ltd.

Address : Vantage Tower, No. 623, Pyay Road, Kamayut Township, Yangon, Myanmar.

Tel : (95-1) 230 7733 – 35

Fax : (95-1) 230 7744

Website : www.mprlexp.com

Email : hr@mprlexp.com

Please note that applications received after deadline will automatically be discarded and only short listed candidates will be contacted.