

S/N	59
Job Title	Supervisor/PTW Holder
Experience	4- 5 years' experience
Qualification	HND or Diploma in relative discipline or its equivalent. Alternatively, a trade test witnessed by COMPANY discipline Engineer.
Principal Responsibilities	a. The job holder is responsible to lead a team of technicians assigned for TA job on Company assets. b. He is responsible for field execution of such jobs and ensure adherence to company safety and quality requirements. c. Supervise the activities of team of technicians/Fitters in conducting TA maintenance jobs in assigned area. He should ensure necessary support services, spares and consumable are arranged, and Permit to Work is prepared in advance. d. Responsible for the use of certified equipment and tools and the right tools for the job. e. Daily Toolbox talk with team at worksite & ensure appropriate housekeeping carried out all the time. f. Continuously monitor activities carried out by his team and advise them as necessary. Report any deficiencies/defects noticed on equipment's during the job. g. Prior to job start ensure that all necessary PPEs, TRA copies are available. During the work he should make sure applicable HSE procedures are followed. h. Ensure that necessary repair procedures, drawings and other technical details are available at site and work is performed according to manufacturer's standards & procedures. i. Work in close coordination with Company representatives and follow their instructions during jobs on special/complex equipment's. As necessary follow instructions from OEM vendors, and HSE & Quality officers. j. As required ask for additional resources to ensure jobs are done in accordance to HSE and are completed within scheduled time. k. Give detailed feedback to area Coordinator on job progress, resource and material requirement and provide advice on job plan for subsequent shifts. l. Fills and sign-off Company and Contractor provided checklist, clearance charts and box-up certificates and maintains proper filling.