

S/N	70
Job Title	Quality Control Coordinator
Experience	Minimum 6-7 Years' Experience in Oil & Gas Field with similar experience
Qualification	Minimum Qualifications for this position is bachelor degree in Mechanical Engineering or similar
Principal Responsibilities	a. Familiar with the scope of work. b. Ensure frequent communication with Planning Department and Inspection Section. c. Identify QA/QC requirement in each Equipment, specifically for process critical equipment such as Heaters, Columns, Major Reactors, Exchangers and Vessels. d. Ensures all the UT monitoring works are done on priority as a Pre-Turnaround activity. e. Ensures all repairs, extra works, IWL work are done fulfills the QA/QC requirements. f. Ensures all stress relieving works are properly done with automated records heating and cooling cycle. g. Collect all datasheet, specification and make available for COMPANY inspection. h. Prepare daily progress report and update the same to QA/QC Manager. i. Handover his jobs to the night shift in-charge with key instruction. j. Ensures valid calibration available for all Inspection and measuring equipment's k. Carry out Inspection as per stages mentioned in ITP and involve client if found satisfactory l. Prepare records of inspection and gets it endorsed by Client