**Business Systems Analyst (MIS)**

JOB DESCRIPTION

* Works with organizations at all levels (i.e., ER, Finance, etc.) in order to maintain an overall corporate management information system which is the primary source from which information is gathered for policy and decision making at corporate level.
* Conducts feasibility studies and prepares feasibility reports, conducts stakeout studies and prepares project proposal reports.
* Interfaces with EDP/PCD in the design and implementation phases of EDP-based Business Systems and provides support to EDP as the department client.
* Prepares the user manuals and associated documentation resulting from Business System implementation.
* Prepares conversion plan and user installation plan for the applicable organization and other system users.
* Provides the support and advice, and business procedures necessary to maintain the integrity of data which originates within department Business Systems.
* Provides training to operational and staff personnel in order to maximize the effectiveness of Business Systems within the assigned department.
* Conducts special studies as assigned.
* Maintains contact with the EDP Liaison representative in other departments to exchange ideas and information.

MINIMUM REQUIREMENTS

* Bachelor Degree in Engineering, Business Administration, Computer Science, Management Information Systems (MIS), or Physical Sciences.
* Seven (7) years' diversified experience in Computer Systems Analysis or/and systems engineering.
* Ability to communicate effectively, both orally and written, in English.
* Demonstrated abilities in problem analysis and resolution.

**Engineer I (Electrical)**

JOB DESCRIPTION

* Formally designs or studies electrical modifications to oil processing and oil handling facilities, residences and utilities. Occasionally called upon to design electrical aspects of new facilities of the type mentioned.
* Plans, schedules and provides work direction as required for preparation of designs, processes, reports, correspondence and related data and assures the efficiency, adequacy and conformance to overall objectives of alternative phases of very complex engineering problems.
* Support the development and formulates the basis for engineering studies in any of several basic or special engineering fields by analyzing and evaluating all data pertinent to problems. Evaluates data as to scope, effect on existing installations, economic value, long range planning and budgetary considerations.
* Leads the activists of project proposal that include development of scope, functions, interrelationship, integration, physical solution definition, cost estimate, etc. Leads project execution for project proposal, initiatives, studies and continuous improvement of solutions and Problem solvers.
* Initiates detailed work outline and makes decision as to basic approaches, processes and/or equipment. Performs work and/or delegates work to other engineers for final development of specialized or technical proposals and proposed projects.
* Brings all elements of a project together, makes certain that all elements proceed satisfactorily on schedule and within the money allowed; and initiates corrective action as required. Reviews cost estimates, recommendation from vendors, consultants, and licensors.
* Discusses, coordinates and resolves problems with personnel throughout Aramco and subsidiaries and with outside of company organizations. Acts as technical consultant when required.
* Recommends new installations or modifications to improve existing facilities and standardization within broad fields of endeavor.
* Estimates costs, prepares justifications and completes expenditure requests as required.
* Reviews work of engineers directed. Checks that reports are written according to established methods of good report presentation. Takes recommendations for further study or report changes. Approves reports for transmittal to supervisor.
* Has working knowledge of Saudi Aramco Standards and Specifications to review and provides consultation to proponent and project representatives related to their interpretation application of the standards in his area of expertise.
* Develop scope and description of technology items, and leads the implementation and operation of developed solutions in the field.

MINIMUM REQUIREMENTS

* B.S. in Engineering.
* Nine (9) years, preferably in the oil industry or similar process industry, such that the incumbent is clearly recognized as an expert in his field.
* A thorough knowledge of English is required to perform analyses and studies in depth, make professional presentations and keep up with technical advancements.
* Must have a thorough knowledge of engineering practices and economic principles, calculation methods, design details, U.S. and Aramco's Codes, Standards and Specifications.

**Engineer II (Civil)**

JOB DESCRIPTION

* Normally designs or studies structural modifications to facilities such as industrial shop buildings, warehouses, residences, marine piers, oil handling, processing, storage and pipeline facilities, facilities, sewer systems, roads and streets. Occasionally called upon to design new facilities of the types mentioned.
* Prepare approvals of the problem solving report plans, schedules and provides coordination and work direction as required for the preparation of designs, processes, reports, correspondence and related data and assures the efficiency, adequacy and conformance to overall objectives of project.
* Formulates the basis for an engineering study or project or design in any basic or special engineering field by analyzing and evaluating all data pertinent to assignment. Evaluates data as to scope, effect on existing installation, economic value, long range planning and budgetary considerations.
* Leads and recommends new continuous improvement solutions for installations or modifications to improve existing facilities and standardization within specific fields of endeavor. Estimates costs, prepares justifications and completes expenditure requests as required.
* Support project execution and project proposals and initiates detailed work outline and makes decision as to basic processes, and/or equipment. Performs work and or delegates work to other engineers and final development of specialized or technical proposals and studies of proposed projects.
* Discusses, coordinates and resolves problems with personnel throughout Aramco and subsidiaries and with outside of Company organizations. Acts as technical consultant when required.
* Reviews work of engineers directed. Checks that reports are written according to established methods of good report presentation. Makes recommendations for future study or report changes. Approves reports for transmittal to supervisor. Reviews work of third party, technology reports, and engineering standards.
* Lead the implementation and operation of all kind of recommended solutions.
* Normally handles process studies or design modifications in utilities, oil manufacturing or oil handling facilities, occasionally called upon to design or evaluate new process installations.
* Prepare approvals of the problem solving report plans, schedules and provides coordination and work direction as required for the preparation of designs, processes, reports, correspondence and related data and assures the efficiency, adequacy and conformance to overall objectives of project.
* Formulates the basis for an engineering study or project or design in any basic or special engineering field by analyzing and evaluating all data pertinent to assignment. Evaluates data as to scope, effect on existing installation, economic value, long range planning and budgetary considerations.
* Leads and recommends new continuous improvement solutions for installations or modifications to improve existing facilities and standardization within specific fields of endeavor. Estimates costs, prepares justifications and completes expenditure requests as required.
* Support project execution and project proposals and initiates detailed work outline and makes decision as to basic processes, and/or equipment. Performs work and or delegates work to other engineers and final development of specialized or technical proposals and studies of proposed projects.
* Discusses, coordinates and resolves problems with personnel throughout Aramco and subsidiaries and with outside of Company organizations. Acts as technical consultant when required.
* Reviews work of engineers directed. Checks that reports are written according to established methods of good report presentation. Makes recommendations for future study or report changes. Approves reports for transmittal to supervisor. Reviews work of third party, technology reports, and engineering standards.
* Lead the implementation and operation of all kind of recommended solutions.

MINIMUM REQUIREMENTS

* B.S. in Engineering.
* Seven (7) years of experience, preferably in the oil industry or similar process industry. Experience must be such that the incumbent is clearly recognized as being capable of project and design assignments beyond the candidates’ ability or is qualified to an outstanding degree in one or another "Specialist" category.
* A thorough knowledge of English is required to perform analyses and studies in depth, make professional presentations and keep up with technical advancements.
* Must have a thorough knowledge of engineering practices and economic principles, calculation methods, design details, US and Aramco Codes, Standards and Specifications.

**Engineer II (Chemical)**

JOB DESCRIPTION

* Normally handles process studies or design modifications in utilities, oil manufacturing or oil handling facilities, occasionally called upon to design or evaluate new process installations.
* Prepare approvals of the problem solving report plans, schedules and provides coordination and work direction as required for the preparation of designs, processes, reports, correspondence and related data and assures the efficiency, adequacy and conformance to overall objectives of project.
* Formulates the basis for an engineering study or project or design in any basic or special engineering field by analyzing and evaluating all data pertinent to assignment. Evaluates data as to scope, effect on existing installation, economic value, long range planning and budgetary considerations.
* Leads and recommends new continuous improvement solutions for installations or modifications to improve existing facilities and standardization within specific fields of endeavor. Estimates costs, prepares justifications and completes expenditure requests as required.
* Support project execution and project proposals and initiates detailed work outline and makes decision as to basic processes, and/or equipment. Performs work and or delegates work to other engineers and final development of specialized or technical proposals and studies of proposed projects.
* Discusses, coordinates and resolves problems with personnel throughout Aramco and subsidiaries and with outside of Company organizations. Acts as technical consultant when required.
* Reviews work of engineers directed. Checks that reports are written according to established methods of good report presentation. Makes recommendations for future study or report changes. Approves reports for transmittal to supervisor. Reviews work of third party, technology reports, and engineering standards.
* Lead the implementation and operation of all kind of recommended solutions.

MINIMUM REQUIREMENTS

* B.S. in Engineering.
* Seven (7) years of experience, preferably in the oil industry or similar process industry. Experience must be such that the incumbent is clearly recognized as being capable of project and design assignments beyond the candidates’ ability or is qualified to an outstanding degree in one or another "Specialist" category.
* A thorough knowledge of English is required to perform analyses and studies in depth, make professional presentations and keep up with technical advancements.
* Must have a thorough knowledge of engineering practices and economic principles, calculation methods, design details, US and Aramco Codes, Standards and Specifications.

**Engineer II (Mechanical)**

* Normally designs or studies mechanical modifications to oil processing, oil handling and utilities facilities. Occasionally called upon to design mechanical aspects of new facilities of the type mentioned.
* Prepare approvals of the problem solving report plans, schedules and provides coordination and work direction as required for the preparation of designs, processes, reports, correspondence and related data and assures the efficiency, adequacy and conformance to overall objectives of project.
* Formulates the basis for an engineering study or project or design in any basic or special engineering field by analyzing and evaluating all data pertinent to assignment. Evaluates data as to scope, effect on existing installation, economic value, long range planning and budgetary considerations.
* Leads and recommends new continuous improvement solutions for installations or modifications to improve existing facilities and standardization within specific fields of endeavor. Estimates costs, prepares justifications and completes expenditure requests as required.
* Support project execution and project proposals and initiates detailed work outline and makes decision as to basic processes, and/or equipment. Performs work and or delegates work to other engineers and final development of specialized or technical proposals and studies of proposed projects.
* Discusses, coordinates and resolves problems with personnel throughout Aramco and subsidiaries and with outside of Company organizations. Acts as technical consultant when required.
* Reviews work of engineers directed. Checks that reports are written according to established methods of good report presentation. Makes recommendations for future study or report changes. Approves reports for transmittal to supervisor. Reviews work of third party, technology reports, and engineering standards.
* Lead the implementation and operation of all kind of recommended solutions.

MINIMUM REQUIREMENTS

* B.S. in Engineering.
* Seven (7) years of experience, preferably in the oil industry or similar process industry. Experience must be such that the incumbent is clearly recognized as being capable of project and design assignments beyond the ability of the basic professional ENGINEER III or is qualified to an outstanding degree in one or another "Specialist" category.
* A thorough knowledge of English is required to perform analyses and studies in depth, make professional presentations and keep up with technical advancements.
* Must have a thorough knowledge of engineering practices and economic principles, calculation methods, design details, US and Aramco Codes, Standards and Specifications.

**Engineer II (Instrumentation)**

JOB DESCRIPTION

* Prepare approvals of the problem solving report plans, schedules and provides coordination and work direction as required for the preparation of designs, processes, reports, correspondence and related data and assures the efficiency, adequacy and conformance to overall objectives of project.
* Formulates the basis for an engineering study or project or design in any basic or special engineering field by analyzing and evaluating all data pertinent to assignment. Evaluates data as to scope, effect on existing installation, economic value, long range planning and budgetary considerations.
* Leads and recommends new continuous improvement solutions for installations or modifications to improve existing facilities and standardization within specific fields of endeavor. Estimates costs, prepares justifications and completes expenditure requests as required
* Support project execution and project proposals and initiates detailed work outline and makes decision as to basic processes, and/or equipment. Performs work and or delegates work to other engineers and final development of specialized or technical proposals and studies of proposed projects.
* Discusses, coordinates and resolves problems with personnel throughout Aramco and subsidiaries and with outside of Company organizations. Acts as technical consultant when required.
* Reviews work of engineers directed. Checks that reports are written according to established methods of good report presentation. Makes recommendations for future study or report changes. Approves reports for transmittal to supervisor. Reviews work of third party, technology reports, and engineering standards.
* Lead the implementation and operation of all kind of recommended solutions.

MINIMUM REQUIREMENTS

* B.S. in Engineering.
* EXPERIENCE: Seven (7) years of experience, preferably in the oil industry or similar process industry. Experience must be such that the incumbent is clearly recognized as being capable of project and design assignments beyond the ability of the basic professional ENGINEER III or is qualified to an outstanding degree in one or another "Specialist" category.
* A thorough knowledge of English is required to perform analyses and studies in depth, make professional presentations and keep up with technical advancements.
* Must have a thorough knowledge of engineering practices and economic principles, calculation methods, design details, US and Aramco Codes, Standards and Specifications.

**Engineer IV**

JOB DESCRIPTION

* Develops, in consultation with the proponent and/or with his supervision, a definition of the assigned problem, alternatives for solving it, and comparative cost analyses.
* Prepares designs, processes, studies, reports, correspondence and related data.
* Participates in engineering studies in any of several basic or special engineering fields by analyzing and evaluating all data pertinent to problems. Evaluates data as to scope, effect on existing installations or systems, economic value, long-range planning and budgetary considerations.
* Develop alternatives for solving problems with comparative cost analysis and estimates costs, prepares justifications and expenditure requests as required.
* Assists in designing new installations or modifications to existing facilities to improve quality, or throughput, work flow, or prevent losses.
* Participate in the review of, studies, reports, correspondence and related data.
* Maintains up-to-date progress status of work assigned to assure that work does not digress from approved scope.
* Participate in value engineering tasks and prepares initial revision of engineering design specification.
* Assists in designing new installations or modifications to existing facilities to improve quality, or throughput, work flow, or prevent losses.

MINIMUM REQUIREMENTS

* B.S. degree in any Engineering discipline (fully accredited).
* Minimum of two (2) years’ experience.
* Must have ability to communicate fluently in English both in writing and orally.

**Engineer IV (Biodiversity)**

JOB DESCRIPTION

* Plans, schedules and provides work direction as required for preparation of designs, processes, reports, correspondence and related data and assures the efficiency, adequacy and conformance to overall objectives of alternative phases of very complex engineering problems.
* Support the development and formulates the basis for engineering studies in any of several basic or special engineering fields by analyzing and evaluating all data pertinent to problems. Evaluates data as to scope, effect on existing installations, economic value, and long range planning and budgetary considerations.
* Leads the activists of project proposal that include development of scope, functions, interrelationship, integration, physical solution definition, cost estimate, etc. Leads project execution for project proposal, initiatives, studies and continuous improvement of solutions and Problem solvers.
* Initiates detailed work outline and makes decision as to basic approaches, processes and/or equipment. Performs work and/or delegates work to other engineers for final development of specialized or technical proposals and proposed projects.
* Brings all elements of a project together, makes certain that all elements proceed satisfactorily on schedule and within the money allowed; and initiates corrective action as required. Reviews cost estimates, recommendation from vendors, consultants, and licensors.
* Discusses, coordinates and resolves problems with personnel throughout Aramco and subsidiaries and with outside of company organizations. Acts as technical consultant when required.
* Recommends new installations or modifications to improve existing facilities and standardization within broad fields of endeavor.
* Estimates costs, prepares justifications and completes expenditure requests as required.
* Reviews work of engineers directed. Checks that reports are written according to established methods of good report presentation. Takes recommendations for further study or report changes. Approves reports for transmittal to supervisor.
* Has working knowledge of Saudi Aramco Standards and Specifications to review and provides consultation to proponent and project representatives related to their interpretation/ application of the standards in his area of expertise.
* Develop scope and description of technology items, and leads the implementation and operation of developed solutions in the field.

MINIMUM REQUIREMENTS

* B.S. in Engineering.
* Nine (9) years, preferably in the oil industry or similar process industry, such that the incumbent is clearly recognized as an expert in his field.
* Must have a thorough knowledge of engineering practices and economic principles, calculation methods, design details, U.S. and Aramco's Codes, Standards and Specifications.
* Must have ability to communicate fluently in English both in writing and orally.

**Field Compliance Coordinator II**

JOB DESCRIPTION

* Provides advice and consultation to department staff to assist them in maintaining a safe working environment in compliance with environmental/safety regulations, standards and practices.
* Identifies and evaluates hazardous conditions and practices in the workplace. Undertakes surveys to identify and evaluate occupational health, safety and environmental conditions. Conducts and coordinates on-site inspections to audit physical conditions and safe work practices. Provides advice and counsel concerning compliance with corporate safety regulation and procedures.
* Performs construction site and/or area safety inspections of department facilities and operations. Performs job site safety compliance inspections including hazard analyses and safe work procedures, and prepares written reports and recommendations.
* Develops controls for identified hazards. Coordinates the implementation of controls from results of hazard analyses. Measures and evaluates the effectiveness of the hazard control system, policies, and procedures and recommends changes that reflect improved opportunities to eliminate work place incidents and injuries.
* Prepares safety orientations, safety training, and job site inspection procedures. Directs or assists in the development of specialized education and training materials. Conducts specialized safety and environmental training programs to communicate hazard control information. Assists local management in new employee occupational health, safety and environmental orientation.
* Participates in Safe Operations Committee meetings.
* Reviews and analyzes injury, property damage, and statistical loss data and works with management to prepare comprehensive recommendations for corrective action to eliminate or minimize potential hazards.
* Incorporates essential safety requirements in all purchasing and contracting actions. Recommends the purchase of safety equipment, related supplies, and personal protective equipment (PPE) in accordance with established company requirements.
* Maintains awareness of corporate safety and environmental requirements and makes recommendations for their implementation.
* Assists management with monitoring adherence to department safety and environmental program by employees and contractors.
* Performs other related duties per supervisor’s direction.

MINIMUM REQUIREMENTS

* BS degree in engineering, safety engineering, industrial hygiene, or environmental science, or in a related field is preferred.
* Must have seven (7) years of related safety/operational experience and/or training, preferably in the oil/gas or petrochemical industry, or in the industry related to the position placement, e.g., marine, pipelines, power distribution.
* Must have knowledge or training in the following: occupational health, safety and environmental compliance with applicable industry, governmental and/or international standards.
* Must have demonstrated knowledge of delivering hands on health, safety and environmental training. Must also have ability to assist with developing, implementing, and coordinating comprehensive health and safety programs.
* Strong communication skills, both verbal and written (training/presentations/report writing). Ability to lead and direct teams and/or committees. Strong PC skills in Microsoft Office (Word, Excel and PowerPoint). Skilled in the standards, concepts, practices, and procedures within the health, safety and environmental fields. Ability to work at all levels within an organization and the ability to work in a diverse work group. Demonstrated strong interpersonal skills.

**Field Compliance Coordinator III**

JOB DESCRIPTION

* Provides advice and consultation to department staff to assist them in maintaining a safe working environment in compliance with environmental/safety regulations, standards and practices.
* Identifies and evaluates hazardous conditions and practices in the workplace. Undertakes surveys to identify and evaluate occupational health, safety and environmental conditions. Conducts and coordinates on-site inspections to audit physical conditions and safe work practices. Provides advice and counsel concerning compliance with corporate safety regulation and procedures.
* Performs construction site and/or area safety inspections of department facilities and operations. Performs job site safety compliance inspections including hazard analyses and safe work procedures, and prepares written reports and recommendations.
* Develops controls for identified hazards. Coordinates the implementation of controls from results of hazard analyses. Measures and evaluates the effectiveness of the hazard control system, policies, and procedures and recommends changes that reflect improved opportunities to eliminate work place incidents and injuries.
* Prepares safety orientations, safety training, and job site inspection procedures. Directs or assists in the development of specialized education and training materials. Conducts specialized safety and environmental training programs to communicate hazard control information. Assists local management in new employee occupational health, safety and environmental orientation.
* Participates in Safe Operations Committee meetings.
* Reviews and analyzes injury, property damage, and statistical loss data and works with management to prepare comprehensive recommendations for corrective action to eliminate or minimize potential hazards.
* Incorporates essential safety requirements in all purchasing and contracting actions. Recommends the purchase of safety equipment, related supplies, and personal protective equipment (PPE) in accordance with established company requirements.
* Maintains awareness of corporate safety and environmental requirements and makes recommendations for their implementation.
* Assists management with monitoring adherence to department safety and environmental program by employees and contractors.
* Performs other related duties per supervisor’s direction.

MINIMUM REQUIREMENTS

* BS degree in engineering, safety engineering, industrial hygiene, or environmental science, or in a related field is preferred.
* Must have five (5) years of related safety/operational experience and/or training, preferably in the oil/gas or petrochemical industry, or in the industry related to the position placement, e.g., marine, pipelines, power distribution.
* Must have knowledge or training in the following: occupational health, safety and environmental compliance with applicable industry, governmental and/or international standards.
* Must have demonstrated knowledge of delivering hands on health, safety and environmental training. Must also have ability to assist with developing, implementing, and coordinating comprehensive health and safety programs.
* Strong communication skills, both verbal and written (training/presentations/report writing). Ability to lead and direct teams and/or committees. Strong PC skills in Microsoft Office (Word, Excel and PowerPoint). Skilled in the standards, concepts, practices, and procedures within the health, safety and environmental fields. Ability to work at all levels within an organization and the ability to work in a diverse work group. Demonstrated strong interpersonal skills.

**Inspector Engineering**

JOB DESCRIPTION

* Performs applicable duties required of an Inspector Engineering within the assigned inspection discipline and certification limitations.
* Trains personnel to develop technical ability and understanding of applicable codes, standards, inspection methods in various disciplines and NDT methods.
* Performs inspections the incumbent is qualified/certified to perform.
* Writes inspection reports, pre & post T&I reports, worksheets, non-compliance reports and makes logbook entries of on-site inspection findings, as appropriate ensuring that all hard copy and electronic databases are initiated and maintained.
* Continues; personal professional development by attending courses, seminars etc.
* Performs other miscellaneous related duties as directed by the applicable Supervisor.

MINIMUM REQUIREMENTS

* BS Degree in Engineering.
* Eleven (11) years relative work experience. Must have 2 years’ experience as Saudi Aramco Inspector or 11 years industrial experience including 6 years inspection experience in the discipline in which the incumbent is to work.
* Must have successfully completed courses, job tasks, Or Apprenticeship and other requirements specified in the Department's Job Training Standard for Inspector Engineering position entry for the assigned inspection discipline.
* Must read, write and speak English fluently.
* Driving license is required for this job.
* Must have good vision (20/20 normal or corrected) and be in good physical condition.
* Must be willing to work at high elevations and in confined spaces.
* Must be willing to work in assigned areas.
* Must be computer literate with competence in Microsoft Office products (i.e. MS Word, Excel and PowerPoint) and knowledge of other SA systems utilized within the specific discipline and required by the individual Dept.

**Process Control Systems Technician (PCST)**

JOB DESCRIPTION

* Troubleshoot field instrumentation using a wide range of test equipment and diagnostics.
* Assist senior technicians in maintaining and repairing complex equipment.
* Assist in the installation and commissioning of new equipment.
* Provide work direction, supervision and assistance to junior members of the team.
* Help devise and implement preventative maintenance procedures, based on vendor technical information and manufacturers' specifications.
* Prepare and interpret a range of technical drawings - from simple schematics to complex PID's, and ILD's.
* Locate and interpret relevant technical information, such as data sheets, vendor manuals and troubleshooting flowcharts.

MINIMUM REQUIREMENTS

* Eight (8) years’ experience in the maintenance of process control and measurement systems.
* Successful completion of PCST Core Technician program, CTMS code 0725.

**Sr. Electrical Technician**

JOB DESCRIPTION

* Provides general guidance and work direction to a group of electrical technicians generally in the range of from 2-4 personnel. (For shop assignments number supervised are 5-7 personnel.)
* Locates equipment or systems faults and operating irregularities by making the necessary diagnostical tests, measurements and analyses. Determines nature of repairs or modifications to be made and replacement parts required.
* Locates specification sheets, manufacturers' technical data, reads all kinds of blueprints and electrical diagrams as necessary to satisfactorily complete work assignments.
* Performs necessary maintenance on assigned equipment, runs operating tests to ensure satisfactory repair.
* Performs high-skilled diagnostic and electrical tasks as required.
* Prepares new or altered installations on all types of electrical equipment/systems including electrical motors, appliances, control circuits lighting systems, then test runs for acceptance.
* Performs any other job-related tasks.

MINIMUM REQUIREMENTS

* Eleven (11) years’ experience in the electrical field or Completion of formal apprenticeship program or equivalent in the electrical field.
* Successful completion of Electrical Technician program, CTMS code 1881.
* Ability to use all kinds of testing equipment such as Wheatstone bridge, oscilloscopes, meters, meggers, hi-pot testers, etc.
* Familiar with electrical codes, work permit and lockout procedures.

**Sr. Inspector Engineering**

JOB DESCRIPTION

* Performs applicable duties required of a Sr. Inspector Engineering within the assigned inspection discipline and certification limitations.
* Trains personnel to develop technical ability and understanding of applicable codes, standards, inspection methods in various disciplines and NDT methods. Trains personnel in the proper use of new or existing inspection equipment tools, techniques, methods and standards and acts as mentor.
* Performs inspections of an advanced, more complex nature in addition to providing day-to-day work direction, as required, for the inspection of new, existing, or vendors facilities assuring that materials are correct for the intended service and work performed conforms to engineering specifications and/or Saudi Aramco standards.
* Reviews:
  + Design Drawings and engineering specifications assuring that all applicable Saudi Aramco standards have been applied;
  + Waiver requests to assure they accurately represent the conditions described;
  + New and proposed standards for outdated, conflicting, ambiguous or incorrect information;
  + QA/QC programs for compliance. Writes and/or reviews inspection reports, pre & post T&I reports, worksheets, non-compliance reports and verifies logbook entries of on-site inspection findings, ensures all hard copy and electronic databases are initiated and maintained.
* Performs quality assurance assessments at vendor plants, as directed.
* Continues personal professional development by attending courses, seminars etc.
* Reviews and monitors quality control programs developed by construction contractors.
* Performs other miscellaneous related duties as requested by the applicable Supervisor.

MINIMUM REQUIREMENTS

* B.S. in Engineering.
* Thirteen (13) years relative work experience minimum. Must have 2 years’ experience as Saudi Aramco Inspector Engineering or 13 years industrial experience including 10 years inspection experience in the assigned discipline.
* A thorough knowledge of English is required to perform work as described and make clear and concise verbal and written reports and keep up with technical advancements.
* Arabic not required, but desirable for expatriate incumbents in this position. Must read, write and speak English fluently.
* Driving license is required for this job.
* Must have good vision (20/20 normal or corrected) and be in good physical condition.
* Must be willing to work at high elevations and in confined spaces.
* Must be willing to work in assigned areas.
* Must be computer literate with competence in Microsoft Office products (i.e. MS Word, Excel and PowerPoint) and knowledge of other SA systems utilized within the specific discipline and required by the individual Dept.

**Sr. Process Control Systems Technician (Sr. PCST)**

JOB DESCRIPTION

* Troubleshoot field and control room processes and equipment using appropriate test equipment and diagnostics.
* Respond effectively to emergency fault conditions anywhere in assigned area, without assistance. Perform emergency field repairs.
* Provide work direction and technical assistance to team members.
* Maintain maintenance logs and prepare work reports.
* Devise and implement preventative maintenance and diagnostic procedures based on vendor technical information and manufacturer's specifications.
* Interpret technical documentation - data sheets, vendor manuals, troubleshooting flowcharts etc. Interpret/prepare technical drawings - from simple schematics to complex PID's, ILD's and PLC ladder logic diagrams.
* Perform detailed functional tests on systems integrated from different vendors.

MINIMUM REQUIREMENTS

* Eleven (11) years’ experience in the maintenance of process control and measurement systems.
* Successful completion of PCST Core Technician program, CTMS code 0725.

**Sr. Specialist (HVAC & Refrigeration)**

JOB DESCRIPTION

* Provides general guidance and work direction to a group of HVAC and Refrigeration repairmen, generally in the range of 2-7 personnel, depending on size and location of jobs.
* Locates equipment or system failures and operating irregularities by making the necessary diagnostic tests, measurements, and analyses.
* Determines nature of repairs or modifications to be made and replacement parts required.
* Locates specification sheets, manufacturer's technical data, reads necessary blueprints, P&ID's, Instrument Loop Diagrams, and electrical diagrams required to complete repairs or installations.
* Performs required maintenance on assigned equipment, runs operating tests to ensure satisfactory operation of repaired or newly installed replacement equipment.
* Performs high-skilled diagnosis of HVAC and Refrigeration systems as required.
* Prepares new or altered installations on all types of large HVAC and Refrigeration systems including ammonia and Freon compressors, plant instrument air dryers, control room HVAC's, etc.

MINIMUM REQUIREMENTS

* Eleven (11) years’ experience in industrial HVAC/Refrigeration.
* Ability to read blueprints, piping and instrument all kinds of test equipment used in HVAC/Refrigeration.
* Driving License is required for this job.

**Sr. Welder**

JOB DESCRIPTION

* Directs and controls a crew of 2-4 Welders in fabrication and repair assignments.
* Reviews work orders and fabrication drawings to determine equipment and materials requirements for scheduled work.
* Requests materials, consumables, and equipment required for the assignments under his direction from the SAMS system or from the Maintenance Planner.
* Ensures that all craftsmen working under his direction follow safe and proper welding procedures, in adherence to all pertinent company standards.
* Performs minor administration and report writing duties and maintains a record of welds performed by welders in his work crew for inspection and engineering purposes.
* Performs on-the-job training and mentoring for lower qualified welders assigned to his work crew.
* Performs visual inspection and dye penetrant testing of all welding work produced by his work crew.
* Ensures the safety and general housekeeping of his crew's work area at all times.
* Performs highly skilled welding and cutting operations using various welding processes and procedures as outlined in the principal duties of lower graded welders.
* Performs other miscellaneous duties as directed by the Foreman or Supervisor.

MINIMUM REQUIREMENTS

* Nine (9) years' relevant work experience.
* Possession of a six valid Welding Performance Qualifications (WPQ), including 01 and 07.
* Driving license is required for this job.