

Job Description

Job Title:	Workover Supervisor		
Job Location:	Field Based Rotational Position (Iraq fields)		
Description No:		Revision No:	0

Report To:	Well Intervention Superintendent
Direct Reports:	WS Operators, Trainees

Key Responsibilities

HSSE

- Leader of the wellsite team with overall responsibility for conducting well operations in a safe and efficient manner
- Ensures compliance with policies and standards
- Leads safety meetings and service company pre-job safety meetings to ensure good communication at all times
- Identifies high risk situations, documents them, and adopts risk mitigation approach
- Performs daily HSSE / contractor equipment inspections
- Implements the application of the Permit-To-Work System at the rig site
- Assures the issuing and dissemination among the rig site personnel of all Emergency Response Plans to handle unscheduled events
- Conducts Safety Drills related to well control and other potential hazards involved in well operations
- Participates in HSE and non-conformance event investigations and reporting as required
- Focal point on location for emergency response

Planning and Operations

- Coordinates well operations with contractors on site to ensure compliance with the approved well programs in line with Norsok standards and procedures
- Ensures well control event preparedness
- Verifies adherence to instructions and procedures as per the approved program in place
- Organizes pre-job meetings on site (Operations and Safety)
- Prepares completion sub-assemblies and ensures all ID's/OD's, create sub-assembly data sheets
- Assist the WI Superintendent where required with creating WI and WO well programs
- Responsible for checking all completion equipment and tools on site after delivery to ensure readiness (QA/QC)
- Assist when required the WS Rig operations (supervision, reporting, etc.)
- Helps manage company Completion inventory in conjunction with warehouse and

Communication

- Daily calls and communication with the WI Superintendent in town
- Prepares Daily Reports during all WI and WO operations (DWR)

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- Prepares Daily Cost Tracker during all WI and WO operations (DCR)
- Documents within 24 hours any failure or incident report (in SYNERGY where access possible)
- Discusses program changes with WS team being proactive in improvement suggestions
- Initiates the Management of Change (MOC) process when required and communicates the issue to the WI Superintendent

Training and Development

- Mentors WS operators, WS Engineers and junior staff at the wellsite
- Assesses preparedness for well control events by conducting regular drills
- Regular H2S drills to ensure all personnel on location are aware of their roles and responsibilities.

Required Qualifications and Experience

- Minimum 8 years of experience in Completions and WO with a minimum of 1-2 years as lead supervisor.
- A valid Level 4 Supervisor IWCF Certificate
- A valid H₂S ticket
- Safety courses required to carry out work at site and in accordance with company policy and as required by Country law and regulations

Key Attributes

- Demonstrates commitment to HSSE policy and statement and knows and understands expectations as detailed in the HSSE Management System
- Develops highly positive relationships with both field and office teams
- Demonstrates highly effective communication skills e.g. operational reporting, high visibility, working relationships
- Looks beyond the obvious in problem solving
- Applies sound judgement in decision making – communicates with the WI Superintendent in relation to unplanned/non-routine activities
- Ensures cost effective use of services and equipment
- Maintains a strong focus on progress towards achievement of objectives
- Demonstrates a high level of competence in leading others